

ILLINOIS STATE POLICE DIRECTIVE EQP-007, UNIFORMS

RESCINDS: EQP-007, 2015-087, revised 11-23-2015.	REVISED: 11-06-2019 2019-005
RELATED DOCUMENTS: ADM-006, ADM-009, OPS-009, PER-004, PER-040, ROC-002	RELATED CALEA STANDARDS: 17.5.2, 22.2.5, 26.1.1, 41.3.4, 46.1.9, 46.2.6

I. POLICY

The Illinois State Police (ISP) will:

- I.A. Provide uniforms and equipment necessary for sworn personnel or code employees in a police officer job description.
- I.B. Provide guidelines to ensure uniformity in all items worn so personnel present a professional appearance.
- I.C. Provide guidelines to ensure uniforms and uniform accessories are kept clean, neat, and in a proper state of repair.
- I.D. Use health, comfort, appearance, and utility as the basis for design and issuance of uniforms and accessories.
- I.E. Establish a Uniform Committee to consider items directly relating to:
 - I.E.1. The wearing of the uniform and uniform accessories (see Addendum 2).
 - I.E.2. Grooming standards (see ISP Directive PER-004, "Dress and Grooming").

II. PROCEDURES

II.A. The Uniform Committee

II.A.1. The Uniform Committee will consist of the following members:

II.A.1.a. The Chair of the Uniform Committee is appointed by the Director.

- II.A.1.a.1) The Deputy Director of the Division of Patrol (DOP) will submit a recommendation of a sworn officer with the rank of Captain to serve as Chair for approval by the Director.
- II.A.1.a.2) The Chair serves at the discretion of the Director.
- II.A.1.a.3) The Chair is a non-voting member except in cases of a tie vote.

II.A.1.b. The First Deputy Director will appoint a voting member to the Uniform Committee from the ISP Office of Labor Relations and Special Projects.

- II.A.1.b.1) The appointed officer may be of any rank.
- II.A.1.b.2) The appointed officer will serve two years from the date-of-appointment.

II.A.1.c. The DOP

- II.A.1.c.1) Each DOP Region Commander will appoint a voting member of appropriate rank from his/her Region
 - II.A.1.c.1)a) North and South Regions – Master Sergeant or Lieutenant
 - II.A.1.c.1)b) Central Region – Trooper or Sergeant

II.A.1.c.2) Replacing members

- II.A.1.c.2)a) North and South Regions – the Region Commander has the option of replacing his/her committee member in an even-numbered year after the member has served two years.
- II.A.1.c.2)b) Central Region – the Region Commander has the option of replacing his/her committee member in an odd-numbered year after the member has served two years.

II.A.1.d. The Division of the Academy and Training (DAT)

- II.A.1.d.1) The Quartermaster is a voting member.
- II.A.1.d.2) The Quartermaster position is a permanent member of the Uniform Committee.
- II.A.1.d.3) The ISP Academy will have one additional voting member.
 - II.A.1.d.3)a) The appointed officer may be of any rank.
 - II.A.1.d.3)b) The appointed officer will serve two years from the date-of-appointment.

II.A.1.e. Other ISP Divisions

- II.A.1.e.1) The Deputy Director of the other Divisions will appoint one sworn voting member of any rank to the Uniform Committee.
- II.A.1.e.2) The appointed Division member will serve two years from the date-of-appointment.

II.A.1.f. Sworn labor organizations

- II.A.1.f.1) Fraternal Order of Police (F.O.P.) Troopers Lodge 41
 - II.A.1.f.1)a) The F.O.P. may appoint one voting member to the Uniform Committee.
 - II.A.1.f.1)b) The sworn officer appointed by the F.O.P. must be a Trooper, Special Agent, or Sergeant covered by the F.O.P. labor agreement.
 - II.A.1.f.1)c) The appointed officer will serve two years from the date-of-appointment.
- II.A.1.f.2) Teamsters Local 700
 - II.A.1.f.2)a) The Teamsters may appoint one voting member to the Uniform Committee.
 - II.A.1.f.2)b) The sworn officer appointed by the Teamsters must be a Master Sergeant covered by the Teamsters labor agreement.
 - II.A.1.f.2)c) The appointed officer will serve two years from the date-of-appointment.
- II.A.1.f.3) The Command Council
 - II.A.1.f.3)a) The Command Council may appoint one voting member to the Uniform Committee.
 - II.A.1.f.3)b) The sworn officer appointed by the Command Council must be a Lieutenant or Captain covered by the Command Council labor agreement.
 - II.A.1.f.3)c) The appointed officer will serve two years from the date-of-appointment.

- II.A.2. Suggestions and recommendations to the Uniform Committee
 - II.A.2.a. Any member of the ISP can make a suggestion or recommendation to the Uniform Committee through the Department's Suggestion Program (see ISP Directive ADM-009, "Suggestion Program") or by a memorandum through the officer's chain-of-command to the Deputy Director's office, DAT.
 - II.A.2.b. Any member of the Director's Office and Deputy Directors can make suggestions or recommendations directly to the Deputy Director's office, DAT.
 - II.A.2.c. The DAT Deputy Director's office will forward the suggestions to all other Deputy Directors requesting their input. The DAT Deputy Director's office will compile all responses from the other Deputy Directors and forward them to the Quartermaster for further consideration.
- II.A.3. The Uniform Committee meetings
 - II.A.3.a. The Uniform Committee will meet annually or as deemed necessary.
 - II.A.3.b. The Chair or the Quartermaster has the authority to call additional meetings as necessary.
 - II.A.3.c. The Quartermaster is responsible for the "minutes" of the meeting and documenting the Committee's vote.
- II.A.4. The Uniform Committee recommendations
 - II.A.4.a. There must be at least seven members present to officially make a recommendation to the Director. Recommendations of the Uniform Committee must be passed by a majority vote of the members present.
 - II.A.4.b. The Chair may vote to decide an issue that receives a tie vote.
 - II.A.4.c. The Quartermaster will prepare a memorandum from the Uniform Committee Chair to the Director summarizing the meeting and issues discussed by the Uniform Committee. The Deputy Directors and the ISP Legal Office will receive a copy of the recommendation memorandum.
- II.B. Officers assigned to DOP, and other officers or personnel as directed by the appropriate Deputy Director, will be issued the items listed in Addendum 1.
- II.C. The Department may issue to clerical staff in Districts, Truck Weighing Inspectors, and telecommunications personnel, or Code employees in a police officer or guard job description applicable items listed in Addendum 1 of this directive.
- II.D. Procedures for wearing of the uniform, uniform accessories, and uniform options are in Addendum 2 of this directive.
- II.E. Personnel will wear the complete uniform of the day with appropriate accessories at all times while on-duty unless otherwise directed by the Director, Deputy Director, or responsible commander, or equivalent (See Addendum 3 of this directive.), except:
 - II.E.1. While working in an office, personnel may remove their outer garment, i.e., dress blouse, leather or all-season jacket or coat, and service weapon. Personnel will secure the service weapon, if not worn, out of view in a place reasonably inaccessible to others.
 - II.E.2. When in a vehicle or building, during authorized training, during emergency tactical situations, when other conditions or situations make wearing the hat impractical or unsafe (high wind conditions, vehicle searches, etc.), or when decorum dictates, officers may remove their hat.
- II.F. Only those items listed in Addendum 1 are authorized for wearing and display on department uniforms.
 - II.F.1. Items and accessories personally purchased must be in conformance with department specifications. The officer's Division/District/Zone Commander/Bureau Chief/Laboratory Director must approve any personally purchased items.

- II.F.2. Unauthorized items and accessories will include any item or accessory not provided for by this directive.
- II.F.3. The wearing of additional clothing, i.e., sweatshirt, thermal underwear, etc., worn under uniform clothing is permissible providing such additional attire is not exposed and does not present a bulging appearance.
- II.G. White V-neck T-shirts are authorized for wear under the summer uniform shirt. The white V-neck should not be visible above the top button of the uniform shirt.
- II.H. Uniforms for highly specialized units, e.g., the Special Weapons and Tactics team, may differ from provisions of this directive, as found in ADM-006, "Inspections," Addendum 4, "Items Issued for Specialty Functions," or with written approval from the appropriate Colonel.
- II.I. No officer will wear or carry any part of the uniform or issued accessories off-duty except for the service weapon, tactical baton, handcuffs, pepper spray, star, or identification (ID) card as specified in ISP Directive ROC-002, "Rules of Conduct," or as otherwise authorized by the Director.
- II.J. Department property, excluding ID cases, stars, ID cards, first responder medical bag, and service weapon (where permitted), will not be taken outside the state of Illinois except when on official assignment.
- II.K. The person to whom the Department has issued items will:
 - II.K.1. Pay for uniform or accessory items lost or damaged due to negligence (see ISP Directive EQP-013, "Return of State-Owned Items of Issue").
 - II.K.2. Properly care for, maintain, and wear issued uniforms (see Addendum 4 of this directive).
 - II.K.3. Ensure the issued uniforms and accessories fit properly, are clean and neatly pressed, and are free of tears, holes, frayed edges, missing buttons, and faded colors.
 - II.K.4. Maintain a high polished luster on shirt buttons, shoes, leather items, brass buckles, and snaps.
- II.L. Issued uniforms, equipment, and accessories remain the property of the ISP.
- II.M. Exchange of uniform items and accessories
 - II.M.1. All issued uniform items and uniform accessories will be exchanged at the Quartermaster.
 - II.M.2. Officers must make an appointment with the Quartermaster prior to clothing or equipment exchange.
 - II.M.3. Final authority for exchanging uniform items and accessories will rest with the Quartermaster.
 - II.M.4. Officers must have wool articles dry-cleaned prior to exchange.
 - II.M.5. All clothing items must be cleaned prior to exchange. The Quartermaster will not accept, nor exchange any item of clothing presented in soiled condition.
 - II.M.6. The Office of Human Resources (OHR) replaces award ribbons and lapel pins. Carriers for two, three, and up to six ribbons are available from OHR.
 - II.M.7. The Quartermaster replaces service pins, flag pins, honor guard pins, and rank insignia.
- II.N. Uniform alterations
 - II.N.1. Only the tailoring personnel at the Quartermaster in Springfield will perform alterations except in an emergency and the appropriate Commander must authorize such emergency

alterations. The officer must notify the Quartermaster of any pre-approved alterations not performed by the Quartermaster.

II.N.2. Any unauthorized alterations will necessitate payment for the altered garment by the assigned officer.

II.O. Classes of uniforms

II.O.1. The appropriate Commander will specify the class of uniform to be worn within the District depending upon the weather conditions and taking into consideration the guidelines specified in this directive. The class of uniform may vary from one shift to the next (see Addendum 3 of this directive).

II.O.2. The officer responsible for a special detail will inform members of the detail which class of uniform will be worn.

II.O.3. Officers attending a funeral in uniform will wear the class of uniform designated by the detail commander.

II.O.4. When two or more uniformed officers are working together they will be dressed in the same class of uniform.

II.O.5. Rainwear, coat, fur hat, balaclava, and gloves are provided in addition to the uniforms and are to be worn with the approval of the appropriate Commander or as required by weather conditions.

II.O.6. Civilian clothing for a detail will consist of a style befitting the assignment, as determined by the detail commander.

II.P. An officer suspended from duty or placed on an administrative leave of absence for a period of:

II.P.1. Five days or less will be required to turn in to the appropriate Commander at the beginning of the suspension or leave those issued items that are specifically requested.

II.P.2. Six days or more, but less than thirty days, will be required to turn in to the appropriate Commander at the beginning of the suspension or leave the following items:

II.P.2.a. All state-owned firearms

II.P.2.b. All issued stars and ID card(s)

II.P.2.c. Other issued items specifically requested

II.P.3. Thirty days or more, or who is terminated, will be required to turn in to the Quartermaster or appropriate commander at the beginning of the suspension, leave, or termination all state-issued equipment and items.

NOTE: Officers called to active military duty are excluded from this requirement. Officers will refer to ISP Directive PER-040, "Military Leave," for specific requirements.

| Indicates new or revised items.

-End of Directive-

**ILLINOIS STATE POLICE DIRECTIVE
EQP-007, UNIFORMS
ADDENDUM 1, UNIFORM ITEMS OF ISSUE**

RESCINDS: EQP-007, Addendum 1, 2015-087, revised 11-23-2015.	REVISED: 11-06-2019 2019-005
RELATED DOCUMENTS: ADM-006, OPS-009, PER-004, PER-040, ROC-002	RELATED CALEA STANDARDS: 17.5.2, 22.2.5, 26.1.1, 41.3.4, 46.1.9, 46.2.6

I. Uniforms and accessories issued to patrol officers (issue amounts are one unless otherwise noted).

All-season jacket	Garment bag	Officer dress blouse
All-season pant	Gas mask	Rank insignia (2 sets)*
All-weather coat - Lt. and above	Gun belt (inner and outer)	Ready-tied ties (2)
Badge/ID cases	Handcuff case	Scabbard
Balaclava	Hat cords (2)	Service pin (5 years)
Black gloves	Hat medallions (2)	Shoes
Body armor	Hat protector	Shooting medal
Boots	Holster	Short-sleeve shirts (5)
Buttons (19)	Long-sleeve shirts (5)	Sleeve emblems (26)
CEW (If authorized)	Magazine carrier	Stars (3)
CEW Holster (If authorized)	Mid-weight slacks (3)	Summer hat
Chin straps (2)	Name plate (2)	Tie bar
Collar stays (1 pair)	OC spray holder	Tactical Tourniquet and carrier
Fur cap	Off-duty holster	Winter hat

* For placement of rank insignia, see "Rank Insignia Placement on Officer Shirts," ISP 9-042, and "Rank Insignia Placement on Officer Jackets," ISP 9-042A. Both forms are located in Addendum 5 of this Directive and are available in the ISP Document Library at <https://isp.portal.illinois.gov/generalinfo/Lists/Document%20Library>.

II. Partial complement of uniforms issued to sworn investigative officers and administrative officers not required to wear a Class A uniform on a daily basis (issue amounts are one unless otherwise noted).

All-season jacket	Gun belt (inner & outer)	Rank insignia* (Sgt. and above)
All-season pant	Handcuff case	Ready-tied ties (2)
All-weather coat (Lt. and above)	Hat cord	Scabbard
Balaclava	Hat medallion	Shoes
Black gloves	Holster	Short-Sleeve shirts(2)
Body armor	Long-sleeve shirts (2)	Stars (3)
Buttons (19)	Magazine carrier	Star holder (belt clip)
CEW (if authorized)	Mid-weight slacks (2)	Summer Hat
CEW Holster (if authorized)	Nameplates (2)	Tactical Tourniquet and carrier
Chin Strap	OC Spray holder	Tie bar
Collar stays (1 pair)	Off-duty holster	Web gear
Department Purchased Initial Response Vest (Investigations personnel ONLY)	Officer dress blouse	Winter Hat
External Ballistic Vest Carrier (Investigations personnel ONLY)	Raid Jacket	

* For placement of rank insignia, see "Rank Insignia Placement on Officer Shirts," ISP 9-042, and "Rank Insignia Placement on Officer Jackets," ISP 9-042A. Both forms are located in Addendum 5 of this Directive and are available in the ISP Document Library at <https://isp.portal.illinois.gov/generalinfo/Lists/Document%20Library>.

III. Uniform items issued to telecommunications personnel and clerks (issue amounts are one unless otherwise noted).

Ready-tied ties (2)	Summer Utility shirts (5)
Silver tie bar	Utility pants (2 pair)
Sleeve emblems (20)	Winter Utility shirts (5)

IV. Uniform items issued to Truck Weighing Inspectors (issue amounts are one unless otherwise noted).

Arctic coat	Utility pants (2 pair)
Sleeve emblems (22)	Winter Utility shirts (5)
Summer Utility shirts (5)	

V. Uniform items issued to Crime Scene Investigators (issue amounts are one unless otherwise noted).

Fire boots	Utility Pants (3)
Nylon duty belt	Utility Shirts (5)

VI. Uniform items issued to Crowd Control Team members (issue amounts are one unless otherwise noted).

Baton ring	Inner belt
Chest Protector	Magazine case
Class B slacks	OC Spray holder
Crowd Control shirt	Outer belt
Forearm Protectors (2)	Shin Protectors (2)
Gear bag	Web gear
Holster	

VII. Uniforms and accessories issued to Protective Services Unit (PSU) Code employees in the police officer job description (issued amounts are one unless otherwise noted). (Gray and black uniform)

All-season jacket	Hat medallions (2)	Scabbard
Black gloves	Holster	Service pin (5 years)
Body Armor	Long-sleeve shirts (5)	Shoes
Buttons (19)	Magazine carrier	Short-sleeve shirts (5)
Chin straps (2)	Mid-weight slacks (3)	Sleeve emblems (26)
Fur cap	Nameplate (2)	Stars (3)
Gas mask	OC spray holder	Summer hat
Gun belt (inner and outer)	Off-duty holster	Tactical Tourniquet and carrier
Handcuff case	Rank insignia (2 sets)*	Tie bar
Hat cords (2)	Ready-tied ties (2)	Winter hat

VIII. Uniforms and accessories issued to PSU Code employees in a guard job description (issued amounts are one unless otherwise noted).

All-season jacket	Mid-weight slacks (3)	Shoes
Inner belt	Nameplate (2)	Short-sleeve shirts (5)
Long-sleeve shirts (5)	Ready-tied ties (2)	Tie bar

| Indicates new or revised items.

-End of Addendum-

**ILLINOIS STATE POLICE DIRECTIVE
EQP-007, UNIFORMS
ADDENDUM 2, WEARING OF THE UNIFORM**

RESCINDS: EQP-007, Addendum 2, 2015-087A, revised 01-05-2016.	REVISED: 11-06-2019 2019-005
RELATED DOCUMENTS: ADM-006, OPS-009, PER-004, PER-040, ROC-002	RELATED CALEA STANDARDS: 17.5.2, 22.2.5, 26.1.1, 41.3.4, 46.1.9, 46.2.6

I. Hats

- I.A. Hats will be worn when in uniform and outside the vehicle (or building). **EXCEPTION:** When wind conditions/specific duties (searching a vehicle, etc.), are such that it is impractical to wear a hat, or during authorized training or emergency tactical situations, when other conditions or situations make wearing the hat impractical or unsafe, or when decorum dictates.
- I.B. Hats will be worn straight away just above the eyebrows.
- I.C. Hats will not be tipped forward, backward, or to either side.
- I.D. Hat medallions
 - I.D.1. The hat medallions will be worn on the front of the summer and winter Montana Peak hats and fur hat.
 - I.D.2. The medallions will be attached to the hat through the hole provided, in an upright position.
- I.E. Hat cord
 - I.E.1. Hat cords will be worn on the summer and winter Montana Peak hats only.
 - I.E.2. The hat cord ring will be centered directly below the hat medallion.
 - I.E.3. The outside end of the acorns will be approximately 1/4 inch from the brim when fully extended.
- I.F. Hat strap
 - I.F.1. The hat strap will be worn attached to the hat cord through the holes in the hat provided for such attachment.
 - I.F.2. The buckle will be worn on the right rear side of the head.

II. Trousers, Shirts, Jackets, and Coats

- II.A. Sleeve emblems will be securely sewn on.
- II.B. Shirts will **NOT** be pressed with military creases.
- II.C. Pockets will not present a bulging appearance.
- II.D. Buttons will be worn in the places provided for them so the "SP" is in an upright position.
- II.E. All buttons will be buttoned, except the top button of the summer shirt.
- II.F. Leather or all-season jackets, when worn, will be zipped to just below the tie bar anytime the officer is outside of a car, a building or when in view of the general public.

NOTE: No unauthorized items will be hung from the shirt, jacket, or sweater (i.e. glasses, pins, keys, etc.).

III. Belts

- III.A. The most current style gun belt will be adjusted so that it fits snugly to the officer's waist with the right edge of the buckle in line with the right edge of the fly on the trousers and the right edge of the uniform shirt.
- III.B. Web style ammunition belts may be worn as part of the division uniform by personnel involved in certain situations approved by the appropriate commander or designee.
- III.C. Only departmentally approved items may be placed on the gun belt.

IV. Holster

- IV.A. The pistol holster should be located nearest to the hip joint on the officer's strong-arm side and positioned for easy access by the officer. Any personal purchased holster meeting department guidelines shall have a hi-gloss finish matching the issued duty belt.
- IV.B. The Conducted Electrical Weapon (CEW) holster will be located on the reactionary side, opposite of the pistol holster, and positioned for easy access by the officer, adjacent to the magazine case.

V. Magazine Case, Expandable Baton and Scabbard, Handcuff Case or Strap, Pepper Spray Holder, Baton Ring, and 26" Baton

- V.A. The magazine case will be worn on the officer's reactionary side in an upright position with the flap on top or open top, as far to the officer's front as practicably possible. Any personal purchased magazine pouches meeting department guidelines shall have a hi-gloss finish matching the issued duty belt.
- V.B. The expandable baton and scabbard will be worn on the belt where it is the most advantageous to the wearer. The expandable baton is optional if an officer is trained and carries an authorized CEW.
- V.C. Handcuffs will be carried in the issued handcuff case or a departmentally approved handcuff strap on the belt where it is most advantageous for the officer. Officers who wish to carry a second set of handcuffs (either linked or hinged) may do so using two (2) straps, two (2) cases, or one of each.
- V.D. The pepper spray and pepper spray holder will be worn on the belt where it is the most advantageous to the wearer.

VI. Tactical Tourniquet and Carrier

The tactical tourniquet and carrier will be worn on the gun belt or on the vest while engaged in enforcement activity. Plain-clothed officers will have their tactical tourniquet in close proximity of their person during their normal assigned shift.

VII. Rank Insignia

- VII.A. Winter and summer shirts will have one insignia on each side of the shirt collar as follows:
 - VII.A.1. Parallel with the leading edge stitching of the collar, and
 - VII.A.2. Placed so it touches the stitching on both edges of the collar.

NOTE: Rank insignia, service pins, flag pins, and other hardware will not be worn on Class B/Utility Uniforms.

VII.B. Dress blouse and leather or all-season jacket

VII.B.1. When the winter uniform is worn with the dress blouse or leather or all-season jacket, Troopers First Class, Master Troopers, and Senior Master Troopers will wear rank insignia on the collar of the winter shirt. Rank insignia will not be worn on the dress blouse or the leather or all-season jacket.

VII.B.2. For Sergeants and above, the insignia on the dress blouse or leather or all season jacket, will be centered directly over the cross-stitching on each shoulder epaulet, mounted parallel to the front edge of the shoulder epaulet.

VII.B.3. Only the star, nameplate, rank insignia (Sergeant and above), and award ribbons may be worn on the dress blouse. Do not affix the shooting medal, service pin, etc.

NOTE: For proper placement of rank insignia, see "Rank Insignia Placement on Officer Shirts," ISP 9-042, and "Rank Insignia Placement on Officer Jackets," ISP 9-042A. Both forms are located in Addendum 5 of this Directive and are available in the ISP Document Library at <https://isp.portal.illinois.gov/generalinfo/Lists/Document%20Library>.

VIII. Sweater (no longer an issued item)

VIII.A. Officers will wear the sweater tucked into the trousers with the shirt collar worn outside of the sweater.

VIII.B. Officers will not wear a necktie while wearing the sweater.

VIII.C. Officers may only wear the star and nameplate on the exterior of the sweater.

IX. Collar Stays

IX.A. Collar stays will be worn except while assigned to riot duty.

IX.B. Officers should bend a small loop on the exposed ends of the collar stays to avoid the possibility of an injury to the neck.

X. Specialty Insignia and Title Plates

X.A. Specialty insignia and title plates will be centered on the upper left pocket flap midway between top seam and button of the flap.

X.B. Officers who have completed applicable training will wear specialty insignia and title plates only while an active participant in the assignment. They are:

X.B.1. Air Operations Pilot insignia

X.B.2. Field Recruiter pin

X.B.3. Field Training Officer (FTO) insignia (worn only when performing FTO duties)

X.B.4. Motorcycle Service pin

X.B.5. Special Weapons and Tactics Team pin

X.B.6. Honor Guard pin

X.B.7. EPU pin

X.B.8. Peer Support Advisor pin

X.C. Department award ribbons

X.C.1. Award ribbons will be worn on the officer's dress blouse directly above the name plate. Wearing award ribbons on the summer shirt or winter shirt is optional. Award ribbons will be worn in the order of ranking priority.

X.C.1.a. Department Awards

- X.C.1.a.1) Medal for Valor
- X.C.1.a.2) Medal for Honor
- X.C.1.a.3) Achievement Medal
- X.C.1.a.4) Purple Heart Medal
- X.C.1.a.5) Lifesaving Medal
- X.C.1.a.6) Meritorious Service Medal
- X.C.1.a.7) Department Commendation
- X.C.1.a.8) Department Unit Citation
- X.C.1.a.9) Problem Solving Ribbon
- X.C.1.a.10) Department Service Ribbon
- X.C.1.a.11) Federal Bureau of Investigation National Academy Ribbon (not issued by the Department)
- X.C.1.a.12) Northwestern University School of Police Staff and Command Ribbon (not issued by the Department)

X.C.1.b. Superior Wellness Ribbons

- X.C.1.b.1) Physical Fitness Inventory Test (P.F.I.T.) Ribbon with gold star for overall score of 90 percent or above
- X.C.1.b.2) P.F.I.T. Ribbon with a silver star for overall score between 80 percent and 89 percent
- X.C.1.b.3) P.F.I.T. Ribbon for overall score between 70 percent and 79 percent

X.C.2. Award ribbon order will begin from the officer's left (closest to the heart) and move to the right in one or more rows.

X.C.2.a. There should be no more than 1/8 inch between rows.

X.C.2.b. No more than three ribbons will be in any single row, but there will be no subsequent rows added until the current row has three ribbons.

X.C.2.c. When subsequent awards require a second row of ribbons, the higher-ranking ribbons will be displayed above the lower-ranking ribbons.

NOTE: Award lapel pins given with the above ribbons may not be worn on the uniform. They may be worn only on a suit lapel, if the suit has lapels. If the suit has no lapels, the pin should be worn on the wearer's left side in the area where it would appear if the suit had a lapel.

XI. Organizational Pins or Medals

XI.A. Organizational pins or medals may be worn on the uniform (maximum of two worn at any time).

XI.A.1. The first pin or medal will be worn in an upright position on the lower right corner of left pocket flap.

XI.A.2. The edge of the pin or medal will be 1/4 inch above and to the left of the inside vertical and horizontal seams.

XI.A.3. The second pin will be worn, similarly, on the lower left corner of right pocket flap.

XI.B. Organizational pins approved to be worn on the uniform are:

- XI.B.1. American flag - positioned in the center of the left pocket flap. Officers wearing specialty insignia and title plates may wear the American flag pin as a first organizational pin.
- XI.B.2. American Red Cross or American Heart Association Life Saver pins
- XI.B.3. Executive Protection Unit pin
- XI.B.4. Illinois State Police Memorial Park pin
- XI.B.5. Military service pin
- XI.B.6. Mourning pin
- XI.B.7. Peer Support Advisor pin

NOTE: When directed to wear the Mourning pin, the officer will remove the American flag pin and position the Mourning pin in place of the American flag pin.

XII. Tie Clasp

The tie clasp will be worn only upon the necktie, at a right angle to the tie, and with the top of the bar in line with the top edge of the shirt pockets.

XIII. Name Plate and Shooting Medal

- XIII.A. The shooting medal will be worn attached to the name plate by the holes provided in the shooting medal, thereby making them one unit.
- XIII.B. The shooting medal and name plate will be worn centered above the right pocket in such a manner so it is parallel to and resting on the top edge of the pocket.

XIV. Star

- XIV.A. The star will be worn in the provided location on the outer garment. The safety catch will be secured.
- XIV.B. Car keys, key rings, or other items will not be hung from or cover the star.

XV. Service Insignia (years of service)

XV.A. Service pins

- XV.A.1. The service pin will be issued upon the completion of five years of service, and updated upon the completion of subsequent five-year intervals.
- XV.A.2. Officers issued the service pin will wear it on the right pocket flap of the shirt in the aperture provided.

XV.B. Service stripes (hash marks)

- XV.B.1. One service stripe will be issued upon the completion of five years of service. One additional service stripe will be issued upon completion of each subsequent five-year interval.
- XV.B.2. Service stripes will be worn on the left sleeve of the dress blouse (for placement, see ISP form 9-042b, Location of Hash Marks on Dress Blouse, available in the ISP Document Library at <https://isp.portal.illinois.gov/generalinfo/Lists/Document%20Library>).

XVI. Identification (ID) Card Case

- XVI.A. The star and ID card holder may be used for carrying the star and ID card.

XVI.B. It is issued as a convenience only and is not required to be carried.

XVII. Footwear

XVII.A. Shoes/Boots

XVII.A.1. The Quartermaster on an "as-needed" basis will exchange shoes/boots.

XVII.A.2. Personnel to whom shoes have been issued will be required to wear the issued shoes as part of the uniform except:

XVII.A.2.a. When a written recommendation from a medical authority has been submitted stating that special footwear should be worn.

XVII.A.2.a.1) Special footwear will, as nearly as possible, be similar in appearance to the footwear that is issued.

XVII.A.2.a.2) Special footwear must be purchased by the individual.

XVII.A.2.b. When wearing personally-owned shoes that meet the same standards as department issued shoes.

XVII.B. Personnel will make no alterations or additions to issued footwear.

XVII.C. Department issued/personally-owned boots:

XVII.C.1. With the approval of the District Commander, boots may be worn for patrol, or specified training, during inclement weather, or on special details (with the permission of the detail commander). The boots will have a shined appearance at the beginning of the shift.

XVII.C.2. Boots will not be worn on formal occasions, i.e., at Academy functions, graduations, promotion ceremonies, funerals, etc. (unless directed due to inclement weather).

XVII.D. Boot specifications

XVII.D.1. Black, smooth finish, in good repair, shined, and with regular eyelets for lacing up the front

XVII.D.2. Not more than eight inches in height

XVII.D.3. Lacings will be black

XVII.D.4. May have a reinforced toe, although this is not required

XVII.D.5. The regulation trousers or utility trousers will be worn outside the boots unless blousing will ensure an officer more protection from insects, poisonous vines, etc., commonly encountered in wooded and dense foliage areas

XVII.D.6. Overshoes

XVII.D.6.a. Overshoes will be black, standard commercial type with rubber soles and heels and fastened with zippers or buckles, or be of the pullover type.

XVII.D.6.b. No other styles may be worn with the uniform.

XVIII. Uniform Socks

Socks worn with the uniform will be black with no designs, except:

XVIII.A. Sweat socks may be worn when boots are worn.

XVIII.B. District Commanders and Bureau Chiefs may grant written permission for an individual to wear plain white socks with the uniform for health reasons.

XIX. Balaclavas

XIX.A. Balaclavas issued by Quartermaster may be worn only with the Class A Winter Uniform or Utility Uniform when temperatures are below 32 degrees Fahrenheit and the officer will be exposed to the inclement weather conditions for an extended period of time.

XIX.B. Balaclavas are to be worn under the appropriate issued hat unless wind conditions or specific duties are such that it is impractical to wear a hat. See paragraphs II.E.2. of this Directive and I.A., Hats, of this Addendum for further guidance on exceptions to wearing uniform hats.

XIX.C. The officer's full face (mouth, nose, and eyes) must be exposed any time they are communicating with the public, including providing directions, asking questions, or participating in enforcement activities. The officer's full face must also be exposed during the initial approach on traffic stops and motorist assists.

XX. Utility Uniform (Class B Uniform)

NOTE: Officers may only wear the Class B Uniform while serving in a specialty assignment. Officers with a partial complement of utility uniforms will **NOT** wear the Class B every day to avoid wearing the Class A Uniform.

XX.A. The Quartermaster may issue utility uniforms, also known as the Class B Uniform, to appropriate and authorized personnel.

XX.B. Utility uniforms may be worn by:

XX.B.1. Canine Officers

XX.B.2. Commercial Vehicle Enforcement Officers

XX.B.3. Crash Reconstruction Officers will be issued three utility uniforms

XX.B.4. Crime Scene Investigators

XX.B.5. Equipment Officers

XX.B.6. Evidence Custodians

XX.B.7. Ordnance/Range Officers

XX.B.8. Vehicle Investigation Officers

XX.C. When an officer is wearing the utility uniform in lieu of the uniform, the uniform of the day must be readily available.

XX.D. Boots will be worn when wearing the utility uniform.

XX.E. The sew-on star and nametag will be worn in the corresponding location specified for the metal star and nameplate.

XX.F. Web utility items will be worn with the utility uniform.

XX.G. Black crew neck T-shirts may be worn during warmer weather and black turtlenecks may be worn during colder weather.

XX.H. The issued balaclava or an authorized scarf may be worn with the utility uniform.

XXI.I. Personnel wearing the utility uniform must wear the baseball-type cap issued by the ISP Quartermaster.

XXI.J. Work unit commanders of specialized units (i.e., Special Weapons and Tactics, Investigators, etc.) will ensure uniformity of uniforms for officers assigned to their units.

XXI. Personal Accessories

XXI.A. Personnel may wear a cloth scarf with the issued leather or all-season jacket or coat during the winter months when desired.

XXI.A.1. The scarf will be brown with no designs, clean, free from holes, and free from excessive fraying of the material.

XXI.A.2. When worn, the scarf ends must be securely tucked inside the jacket.

XXI.B. Conservative or military style sunglasses may be worn when needed. Mirrored, brightly colored, or oversized sunglasses are prohibited.

XXI.C. Suspenders, arm bands, pens, pencils, keys, watch chains, necklaces, or chains and other accessory items will be concealed.

XXI.D. Whistle lanyards may be attached to the uniform while directing traffic.

XXI.E. Earrings or posts will not be worn with the uniform.

XXI.F. Rings may be worn on only one finger of each hand.

XXI.G. No bracelets may be worn except a wristwatch, and/or medic alert or ID bracelet.

XXII. Initial Response Vest

XXII.A. An Initial Response Vest is a commercially manufactured non-ballistic, load-bearing vest worn on the outside of an officer's Class A or B uniform or other plain clothes attire. Personally-purchased ballistic Initial Response Vests must conform to the requirements below and be approved through the chain-of-command in accordance with ISP Directive EQP-010, "Body Armor Vests."

XXII.B. Initial Response Vests may be worn in an active shooter/rapid deployment incident or other incidents, as determined by the District Commander or designee, to provide access to additional ammunition/tactical gear, enhance the safety of the responding officer(s), assist in stopping an immediate public safety threat or aid in the preservation life.

XXII.B.1. Initial Response Vests will **NOT** be used in lieu of a duty belt or issued ballistic vest and will not obstruct the officer's access to their equipment on the duty belt.

XXII.B.2. Initial Response Vests purchased after August 1, 2015, must be black in color. Initial Response Vests purchased prior to August 1, 2015, can be black, olive drab, or tan in color.

XXII.B.3. Officers that purchased a vest prior to August 1, 2015, must have their work unit commander's approval prior to wearing the Initial Response Vest. This approval must be documented in writing or email and maintained in the officer's work unit facility file.

XXII.B.4. Officers that purchase an Initial Response Vest on or after August 1, 2015, must have their Lieutenant's, or equivalents', approval prior to wearing the Initial Response Vest. This approval must be documented in writing or email and maintained in the officer's work unit-facility file. The purchase and any maintenance costs, including affixing patches, will be the responsibility of the officer.

XXII.B.5. Initial Response Vest Markings

- XXII.B.5.a. Initial Response Vests will allow full visibility of the ISP shoulder patch when worn over the ISP Class A or B uniform.
- XXII.B.5.b. Initial Response Vests will have a black patch, approximately 4" x 10" in size with the words "POLICE" or "STATE POLICE" printed in gold or white lettering, affixed and centered to the upper portion of the back of the vest. The vest will also have an additional 3" x 5" patch with the words "POLICE" or "STATE POLICE" printed in gold or white lettering affixed to the upper right side of the front of the vest. Initial Response Vests will have an ISP cloth star (gold or silver, depending on rank) issued by the Quartermaster and affixed to the upper left front portion of the front of the vest.

Indicates new or revised items.

-End of Addendum-

**ILLINOIS STATE POLICE DIRECTIVE
EQP-007, UNIFORMS
ADDENDUM 3, CLASSES OF UNIFORMS**

RESCINDS: EQP-007, Addendum 3, 2015-087, revised 11-23-2015.	REVISED: 11-06-2019 2019-005
RELATED DOCUMENTS: ADM-006, OPS-009, PER-004, PER-040, ROC-002	RELATED CALEA STANDARDS: 17.5.2, 22.2.5, 26.1.1, 41.3.4, 46.1.9, 46.2.6

I. Summer uniform (Class A Uniform)

I.A. The summer uniform will consist of:

- | | |
|--|---|
| <ul style="list-style-type: none"> Body armor Buttons, ribbons (if issued) Collar stays Gun belt (inner and outer belt) Handcuff case (or strap) and handcuffs Holster and CEW, if authorized Holster and handgun Magazine carrier and magazines Mid-weight slacks Nameplate | <ul style="list-style-type: none"> Organizational pins (if issued) Pepper spray case and pepper spray Regulation footwear Shooting medal, service pin, and rank insignia (if issued) Short-sleeve shirt Star Summer Montana Peak hat Tactical baton and scabbard Tactical Tourniquet and carrier |
|--|---|

I.B. This uniform is the required uniform of the day in June, July, and August, and is optional in the months of April, May, September, and October.

- I.B.1. During inclement weather conditions (rain, cool/cold days/evenings), the wearing of the rain coat, leather, or all-season jacket is authorized without the tie.
- I.B.2. During optional months, the appropriate Commander will determine the uniform of the day.
- I.B.3. Wearing of a necktie of any type with the short sleeve shirt is prohibited.

NOTE: Body armor must be worn as part of the uniform when engaged in patrol and other activities as listed in ISP Directive EQP-010, "Body Armor Vests."

II. Winter uniform (Class A Uniform)

II.A. The winter uniform consists of:

- | | |
|---|---|
| <ul style="list-style-type: none"> Body armor Buttons, ribbons (if issued) Collar stays Gun belt (inner and outer belt) Handcuff case (or strap) and handcuffs Holster and CEW if authorized Holster and handgun Long-sleeve shirt Magazine carrier and magazine Mid-weight slacks Nameplate | <ul style="list-style-type: none"> Organizational pins (if issued) Pepper spray and case Ready-tied tie Regulation footwear Shooting medal, service pin, and rank insignia (if issued) Star Tactical baton and scabbard Tactical Tourniquet and carrier Tie bar Winter Montana Peak hat |
|---|---|

II.B. The rain coat all-season jacket/slacks, leather coat, sweater, fur hat, balaclava, and gloves may be worn with the winter uniform when necessary for the comfort of the officer as explained in Addendum 2 of this Directive.

II.C. This is the required uniform of the day during the months of November through March and is optional during April, May, September, and October. During optional months, the appropriate Commander will determine the uniform of the day.

NOTE: Body armor must be worn as part of the uniform when engaged in patrol and other activities as listed in ISP Directive EQP-010, "Body Armor Vests."

III. Dress uniform

III.A. The dress uniform will consist of the winter hat, dress blouse, long sleeve shirt, ready-tied tie, tie bar, inner-belt, off-duty holster and weapon. The rain coat and all-weather overcoat (if issued) may be worn depending on weather conditions.

NOTE: The short-sleeve shirt is not authorized to be worn under the dress blouse.

III.B. The dress uniform is to be worn for special details such as promotions, graduations, funerals, special presentations, and when directed by the appropriate commander.

III.C. The dress uniform is not to be worn as a standard patrol uniform.

-End of Addendum-

**ILLINOIS STATE POLICE DIRECTIVE
EQP-007, UNIFORMS
ADDENDUM 4, MAINTENANCE OF UNIFORM ITEMS**

RESCINDS: EQP-007, Addendum 4, 2015-087, revised 11-23-2015.	REVISED: 11-06-2019 2019-005
RELATED DOCUMENTS: ADM-006, OPS-009, PER-004, PER-040, ROC-002	RELATED CALEA STANDARDS: 17.5.2, 22.2.5, 26.1.1, 41.3.4, 46.1.9, 46.2.6

I. Cleaning wool articles

- I.A. All wool or partially wool articles will be dry-cleaned, **NOT** laundered. If wool articles become wet, they will be dried at room temperature and then brushed.
- I.B. Before uniform shirts are dry-cleaned, detachable metal buttons will be removed.
- I.C. Mud spots will be removed by allowing the spot to dry, brushing the spot with a clothes brush and then sponging from the back with a conservative amount of mild, soapy, cool water.
- I.D. Blood spots will be removed by blotting with concentrated common starch paste and rinsing from the back with cold, soapy water. (Also see ISP directive OPS-009, "Bloodborne Pathogens.")
- I.E. **Disregard** the sweater care instructions on the inside tag - Do not hand wash; dry clean only.

II. Storing and hanging of articles

- II.A. Brush and air wool articles before they are hung in the closet.
- II.B. Shirts, leather jackets, and coats will be hung on hangers having sufficient width at the shoulders to hold the garment in shape.
- II.C. Uniforms will be hung so that metal insignia does not rub against other hard surfaces.
- II.D. Uniforms that are infrequently worn will be kept in tightly closed containers. Enclose moth balls or similar preparations in the containers.
- II.E. Uniforms and/or jackets maintained in a vehicle will be stored in the department-issued garment bag to deter fading.

III. Winter Montana Peak Hat

As often as necessary, the winter hat will be brushed with a soft bristled brush or a dry rubber sponge to freshen the nap and remove soil particles.

IV. Leather Articles (Includes artificial leather)

- IV.A. Leather articles will not be painted.
- IV.B. Points of surface wear, edges and corners, will be dyed black or have black edge dressing applied when necessary to cover any natural or russet colored leather that is exposed. Do not dye the interior of the holster.
- IV.C. Belts will be hung full-length when not in use in order to retain their proper shape and lines.
- IV.D. Leather jackets
 - IV.D.1. All leather jackets will receive routine maintenance, as needed, to keep the jacket clean and in good repair.

- IV.D.2. Two or three times a season, the jacket should be cleaned by wiping the leather with a damp rag dipped in the suds of a gentle non-abrasive soap. Rinse and ring out the rag and wipe the garment completely and allow to air dry. Saddle soap should not be used.
- IV.D.3. The garment should be treated to replenish the oils in the leather.
 - IV.D.3.a. Scotch guard leather treatment, mink oil, or wax-based furniture polish can be used.
 - IV.D.3.b. After application, the jacket should be buffed with a soft cloth.
- IV.D.4. Every two or three years the jacket should be professionally cleaned, refinished and reconditioned.

V. Metal Accessories

- V.A. Hat medallions, stars, buttons, rank insignia, tie bars, service pins, shooting medals, specialty insignia, title plates, award ribbons, organizational pins or medals, etc. will be washed with soap and cool water, rinsed clean with cool water, and then dried with a soft cloth or towel. **Never polish these articles with a blitz cloth, brass polish, or a jeweler's rouge cloth.**
- V.B. Polish brass buckles and snaps with a blitz cloth, jeweler's rouge cloth, or a high grade brass polish.

| Indicates new or revised items.

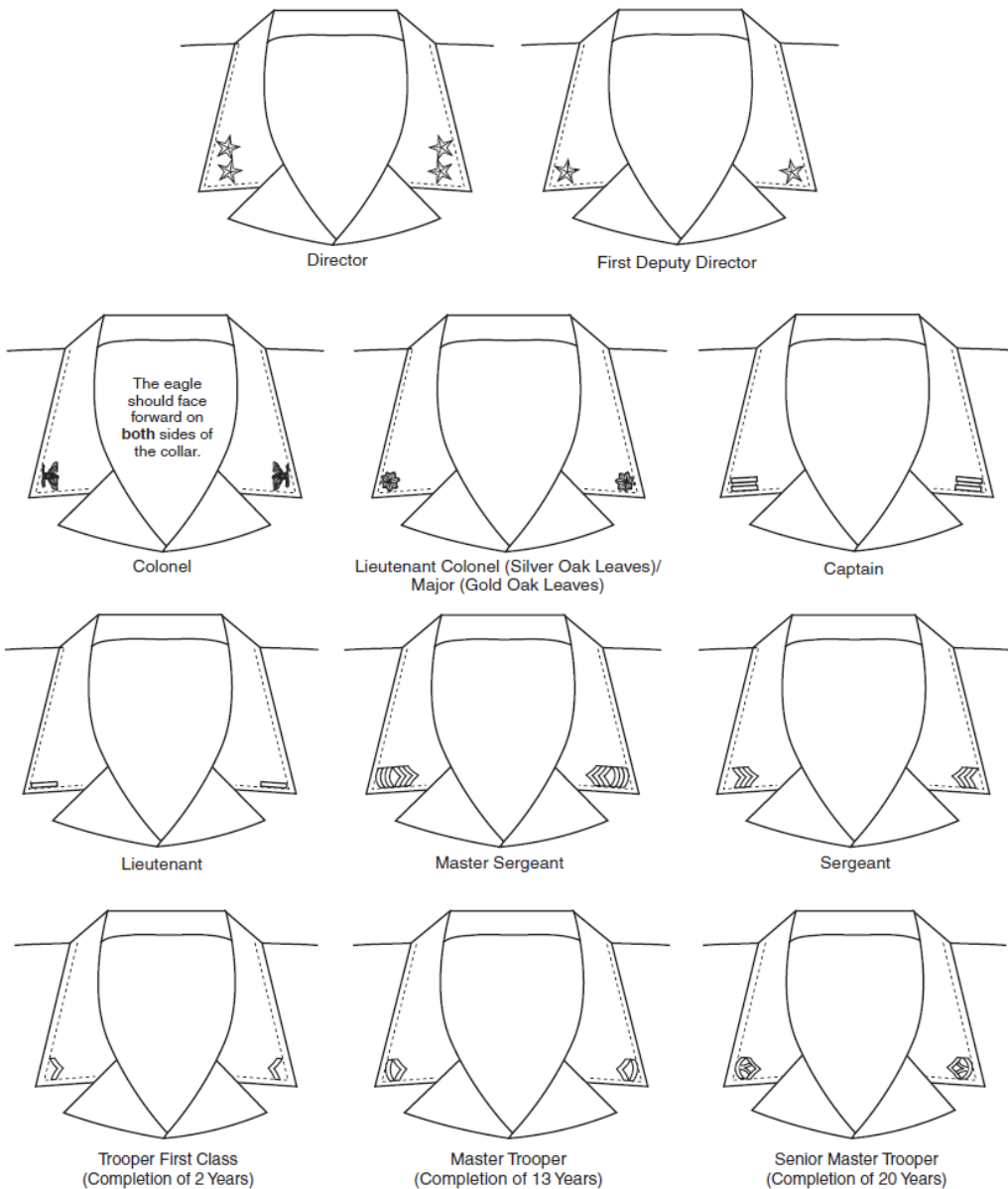
-End of Addendum-

**ILLINOIS STATE POLICE DIRECTIVE
EQP-007, UNIFORMS
ADDENDUM 5, RANK INSIGNIA PLACEMENT ON OFFICER SHIRTS/JACKETS
FORMS**

RESCINDS: EQP-007, Addendum 5, 2015-087, revised 11-23-2015.	REVISED: 11-06-2019 2019-005
RELATED DOCUMENTS: ADM-006, OPS-009, PER-004, PER-040, ROC-002	RELATED CALEA STANDARDS: 17.5.2, 22.2.5, 26.1.1, 41.3.4, 46.1.9, 46.2.6

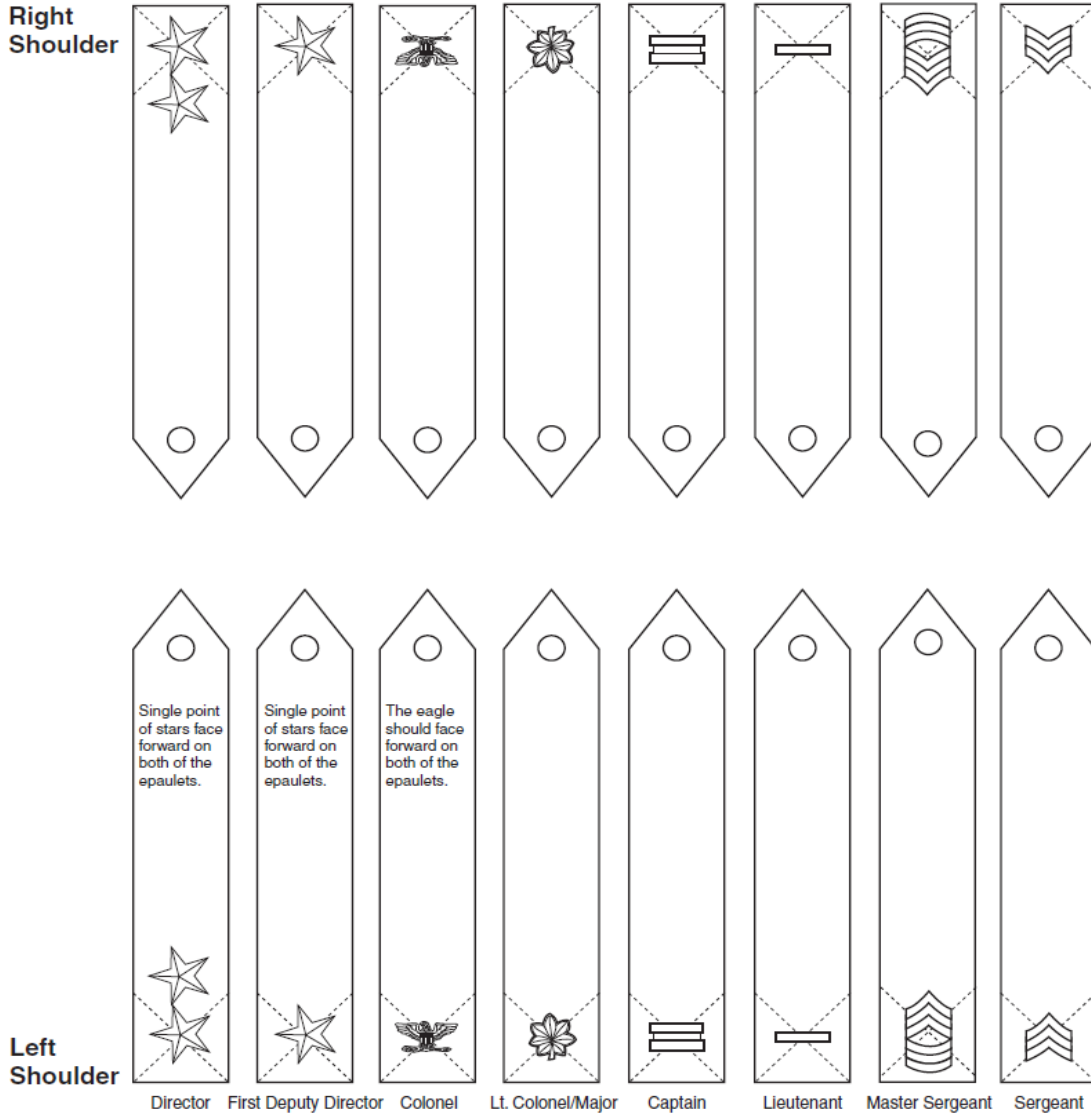
I. Rank Insignia Placement on Officer Shirts

**LOCATION OF RANK/OCP INSIGNIA
Shirts**



II. Rank Insignia Placement on Officer Jackets

LOCATION OF RANK INSIGNIA
Blouse, Leather Jacket and All-Weather Jacket



ISP 9-42a (3/19)

-End of Addendum-