

BURLINGTON TWP. FIRE DEPARTMENT
STANDARD OPERATING GUIDELINE #27

UNIFORMS

Purpose: That all personnel know the guidelines for the proper wear of Burlington Twp. Fire Department Uniforms.

Scope: For all personnel to know which uniform to wear, how to assemble the uniform, and how to maintain the uniform.

Uniform Classifications:

1. Class A: The Class A uniform is the dress uniform worn for special occasions. It consists of the uniform garrison hat, dress blouse, long or short sleeve shirt, tie, trousers, belt, and oxfords. The Class A uniform is reserved for Fire Officers.
2. Class B: The Class B uniform (long-sleeve) is the winter uniform typically worn by members for special events. It consists of the uniform garrison hat, long-sleeve shirt, tie, trousers, belt, and oxfords.
3. Class C: The Class C uniform (short sleeve) is the summer uniform typically worn by members for special events. It consists of the uniform garrison hat, short-sleeve shirt, tie, trousers, belt, and oxfords.
4. Class D: The Class D uniform is the uniform typically worn by members for general events. It consists of the department issued job shirt, sweatshirt, or T-shirt, clean trousers with no holes, and clean footwear.

Designation of Rank:

1. Members of the department shall be assigned rank as listed below:
 - a. Fire Chief- Five Gold Bugles
 - b. Assistant Fire Chief- Four Gold Bugles
 - c. Captain- Three Gold Bugles
 - d. Lieutenant- Single Gold Bugle
 - e. Sergeant- Single Silver Bugle
 - f. Firefighter- No Rank
2. Fire Officers of the department shall wear equivalent rank on the sleeves of their Class A blouse as listed below:
 - a. Fire Chief- Five Gold Stripes
 - b. Assistant Fire Chief- Four Gold Stripes
 - c. Captain- Three Gold Stripes
 - d. Lieutenant- Single Gold Stripe
 - e. Sergeant- Single Silver Stripe

Enacted: 09/15/25

Revision:

Time in Service:

1. Time in Service shall be identified as follows:
 - a. One Maltese cross for every five years completed in good standing. Maltese cross finish shall be in accordance with the accouterment finishes listed below.
 - b. One Star for every 20 years completed in good standing. Star finish shall be in accordance with the accouterment finishes listed below.
2. Fire Officers of the department shall wear equivalent years of service on the left sleeve of their Class A blouse.

Wearing Uniform Accouterments:

1. Accouterment Finishes:
 - a. Uniform accouterments shall be issued and worn by rank as follows:
 - i. Fire Chief, Assistant Fire Chief, Captain, Lieutenant- Gold Plated
 - ii. Firefighter and Sergeant- Silver Plated
2. Badges:
 - a. Members shall wear their department-issued breast badge through the eyelets provided on the uniform shirt or Class A uniform blouse, whichever is the outer vestment worn at the time.
 - b. Members shall wear their issued hat badge through the eyelets provided on their uniform garrison hat.
3. Award Ribbons:
 - a. Award ribbons shall be worn on the Class B or C uniform shirt.
 - b. The award ribbon, or row of award ribbons, shall be centered on the left pocket flap one-quarter inch below the top of the flap.
 - c. No more than three award ribbons shall be worn on one tier.
 - d. No more than two tiers shall be worn.
 - e. If a second tier is worn, they shall be immediately below the top tier.
 - f. If a third tier is worn, they shall be immediately below the second tier.
 - g. Only one award ribbon of each type issued shall be worn regardless of how many awards have been earned.
 - h. Award ribbons will be worn in rank order from the member's right to left, beginning with the highest honor.
 - i. Award ribbons are ranked from highest to lowest as follows:
 - i. Valor
 - ii. CPR Life Saving
 - iii. Distinguished Conduct
 - iv. Firefighter of the Year
 - v. Fire Officer I, II, or III (Only the highest ribbon will be worn)
 - vi. Fire Instructor I, II, or III (Only the highest ribbon will be worn)
 - vii. Firefighter I or II (Only the highest ribbon will be worn)
 - viii. Fire Investigator
 - ix. Fire Prevention Officer
 - x. Medical
 - xi. Years of Service

Enacted: 09/15/25

Revision:

4. Collar Insignias:
 - a. Firefighters shall wear the BTFD collar insignia on the Class B and C shirts. The top edge of the collar insignia shall be parallel to the ground and cross the collar.
 - b. Sergeant and above shall wear their corresponding rank insignia on the Class A blouse, or Class B or C shirts. The circular rank insignia shall cross the collar with the rank pointing down.
5. Tie Bar:
 - a. Members shall wear the department issued tie bar.
 - b. The tie bar shall be worn just above the fourth button.
6. Name Bar:
 - a. The name bar shall be worn on the Class A blouse, or Class B or C shirts.
 - b. If there are no eyelets provided on a garment, the name bar shall be centered on the right pocket flap one-quarter inch below the top of the flap.

Uniform Issuance:

1. Uniform items will be issued by the department, and members need to sign a form for them.
2. Department members who are certified shall be issued a uniform to keep in their possession.
3. Department members who are not certified shall be issued a uniform to utilize during events but shall not keep them in their possession.

Uniform Care:

1. Uniforms shall be cared for as provided by the uniform manufacturer.

Enacted: 09/15/25

Revision: