



# POLICY 5

## Uniform & Grooming Standards

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### 1. PURPOSE

This policy establishes standardized requirements for all authorized uniforms of the Wisconsin EMS Honor Guard (WIEMSHG). Its purpose is to:

- a. Ensure a consistent, professional appearance statewide
- b. Define authorized uniform components and wear
- c. Provide guidance for proper grooming and presentation

Items or practices not specifically authorized in this policy are prohibited.

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### 2. AUTHORIZATION

- a. Only members in **good standing** and **authorized by the State Commander or designee** may wear WIEMSHG uniforms.
  - b. Uniforms shall only be worn during **official duties, ceremonies, or approved events**.
  - c. Unauthorized or casual public wear of the uniform is prohibited.
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### 3. GENERAL APPEARANCE STANDARDS

All members shall:

#### Uniform Compliance

- a. All members shall wear the **approved Honor Guard uniform** in strict accordance with Association standards. Maintain uniforms **clean, pressed, and serviceable**.
- b. Class A Uniform standards are below.
- c. Uniformity in appearance is essential to maintaining the dignity, discipline, and visual integrity of ceremonial operations.
- d. Ensure proper fit (not oversized or excessively tight)
- e. Present a **professional, respectful appearance** at all times
- f. Remain properly uniformed during ceremonies and events

#### Prohibition of Unauthorized Items

- a. No items may be worn that deviate from the prescribed uniform standard, including **unauthorized headwear, facial coverings, or adornments**.

This includes items worn for personal, cultural, or religious reasons that alter the uniform's standardized appearance

#### Rationale

- a. The Honor Guard functions as a **ceremonial unit requiring strict uniformity**.
- b. Consistency in appearance is necessary to:
  - o Maintain a professional and disciplined image
  - o Ensure visual uniformity during public ceremonies

Honor the traditions and expectations of ceremonial service.

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### 4. GROOMING STANDARDS

All members shall maintain a neat, professional appearance at all times while representing the Honor Guard.

#### Hair

- a. Hair shall be **clean, neatly groomed, and conservative in appearance**.  
Hair length and style shall not interfere with the proper wear of the authorized cover.



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#### Facial Hair

- a. Facial hair must be **neatly trimmed and conservative**.
- b. The Association may require members to be **clean-shaven** for uniformity, depending on ceremonial standards.

#### Cosmetics and Accessories

- a. Fragrances should be minimal or avoided
- b. Jewelry must be conservative and not pose safety risks
- c. Cosmetics, jewelry, and accessories shall be **minimal and not detract from uniformity**, or cause a safety issue while using standard equipment of the HG.
- d. No visible items that disrupt a consistent appearance are permitted.
- e. Facial piercings are prohibited during uniformed events
- f. Tattoos shall be covered while in uniform

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#### 5. Compliance and Enforcement

- Failure to comply with eligibility, uniform, or grooming standards may result in:
  - Denial of membership
  - Suspension from duties
  - Removal from the Honor Guard

The Association reserves the right to determine compliance and make final decisions regarding membership eligibility and appearance standards.

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#### 6. Responsibilities

- a. **Command Staff:** Ensure training and compliance with this policy
- b. **Members:** Maintain and properly wear issued uniforms
- c. **District Directors:** Oversee replacement of unserviceable items

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#### 7. Statement of Authority

The Wisconsin EMS Honor Guard Association reserves the right to establish and enforce all membership standards necessary to preserve the integrity, safety, discipline, and mission of the organization.

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### CLASS "A" UNIFORM

The Class "A" uniform is the **primary ceremonial uniform**.

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#### A. Headgear (Cap/Cover)

- White cover with black visor and blue/gold chin strap
- State-issued cap device required
- Worn squarely, approximately 1½ inches above the eyebrows
- No ear muffs, head bands, or other headwear is permitted.

#### Special Conditions:

- Removed indoors except for Honor Guard/Color Guard
  - Rain cover required with an all-weather coat
  - Chin strap used only during wind or operational necessity
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#### B. Dress Shirt

- White, long-sleeve uniform shirt with plain epaulets and badge.
- Clean, pressed, and tucked in at all times. Plain white undershirt only.

#### Insignia & Placement:

- Shoulder patches: 1 inch below the shoulder seam
- Gold caduceus on collars (Caduceus tip to collar tip)
- Name tag: ¼ inch above right pocket
- Badge patch on left chest.

#### Restrictions:

- No unauthorized pins, patches, or items allowed
  - Pockets must remain flat (no bulging)
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#### C. Tie / Ascot

- Dark navy tie (clip-on or traditional) (over 6' tall, order a long)
  - Gold ascot authorized for:
    - Line-of-Duty Death (LODD) funerals
    - Commander-directed events
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#### D. Class "A" Dress Jacket

- Navy blue, double-breasted, six-button jacket with gold buttons with Star of Life

#### Insignia:

- WIEMSHG member Shoulder patches (1 inch below seam)
- Collar insignia properly centered (medical caduceus points towards the point of the collar)
- Name tag and badge on designated tabs

#### E. Honor Guard Cord

- Royal blue with yellow piping
- Worn on left shoulder
- Secured under the epaulet
- Positioned under the left arm with citation drop outside the arm over patch

#### F. Epaulets/Shoulder Boards and Sleeve Stripes:


- Sleeve stripe:



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- ¾" royal blue center, yellow piping on both sides, rank-specific.

Title	Shoulder Board	Epaulets/design	Collar Insignia	Sleeve Stripes
District Members	none	none	Gold caduceus	One stripe
District Training Officer		One silver star & two silver stripes	Gold caduceus	Two stripes
District Executive Officer		One silver star and 2 silver stripes	Gold caduceus	Two stripes
District Director		One Gold star & two gold stripes	Gold caduceus	Two Stripes
State Training Officer		One gold star and three gold stripes	Gold caduceus	Three stripes
Executive Officer		Four gold Stripes and one gold star	Two Gold Stars line	Four Stripes
State Commander		Five gold stripes and one gold star.	Five Gold Stars circle	Five stripes
Chaplain		Silver Cross for District Gold Cross for State chap.	Silver cross Gold cross	Two stripes

### E. Honor Guard Cord

- Royal blue with yellow piping
- Worn on left shoulder
- Secured under the epaulet
- Positioned under the left arm with citation drop outside the arm over patch

### F. Trousers

- Dark navy dress slacks
- Military creases required
- No cargo or EMS-style pants
- 1" royal blue stripe piped by 1/8" yellow piping on both sides
- Black basketweave leather belt with gold metal buckle
- No suspenders

### G. Footwear

- Black, high-gloss dress shoes (military/parade style)
- Black socks only

### H. Accessories

- **White gloves (required for ceremonies and flag handling)**
- **Badge:** Attached to shirt and Jacket when purchased
- **Name Tag:** State-issued, worn on jacket or shirt
- **Memorial Pin:** Gold oak leaf authorized (if applicable) on the right collar of the jacket

### Prohibited:

- Any unauthorized pins, decorations, or modifications

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### CLASS "B" UNIFORM (modified class A)

Worn in high heat or as directed by command.

**Components:**

- White uniform shirt w/attached badge
- Navy tie or ascot
- Navy trousers with stripe
- Black belt and shoes
- White cap with device
- Name tag and sewn-on badge
- White gloves

**Authorized Use:**

- Non-LODD EMS funerals
  - LODD Fire/Law Enforcement funerals (when requested)
  - Ceremonial duties in extreme heat
  - Color Guard at formal events
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### CLASS "C" UNIFORM (CASUAL DUTY)

**Components:**

- Red WIEMSHG polo
- Khaki slacks
- Black belt and footwear
- Optional navy WIEMSHG cap

**Authorized Use:**

- Conferences
  - Travel
  - Advance team operations
  - Meetings where a dress uniform is impractical
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### CLASS "D" UNIFORM (WORK DETAILS / TRAINING)

#### Components:

- Red WIEMSHG t-shirt
- Standard duty pants

#### Authorized Use:

- Training
- Work details
- Drill practice
- As directed by command

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#### 9. OUTERWEAR (ALL-WEATHER COAT)

- Navy trench coat, double-breasted
- May be worn with Class A or B uniforms
- Liner optional

#### Wear Standards:

- Worn buttoned (except collar as directed)
- Only pin-on insignia on epaulets

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#### 10. UNIFORM CARE AND CONTROL

- All issued items remain the property of WIEMSHG (unless specified)
- Members are responsible for proper care and maintenance
- Damaged or unserviceable items must be reported

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#### 11. RESTRICTIONS

- Uniforms shall not be altered outside policy
- WIEMSHG badge is copy right protected and may not be used without authorization
- Members not in good standing are prohibited from wearing the uniform

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#### 12. ENFORCEMENT

Failure to comply with this policy may result in:

- Removal from uniformed duties
- Disciplinary action per organizational bylaws