

Volunteer Uniform Guidance

**Introduction**

As a volunteer with Dorset Fire and Rescue Service you are a representative of the Service.

To allow the public to identify you as a representative of Dorset Fire & Rescue Service you will be issued with a set of corporate wear (uniform) and an ID card.

**Scale of Issue**

Volunteers will be issued with the following corporate wear items as standard:

* 1 x Blue open neck uniform shirt/blouse
* 1 x Trousers
* 1 x Black belt with buckle badge
* 1 x Safety Shoes
* 1 x Blue uniform t-shirt
* 1 x ID card
* 1 x Name badge
* 1 x Black socks
* 1 x Blouson Jacket
* 1 x Blouson fleece liner
* 1 x Community Volunteer Epaulettes to wear on the shoulder of your blouson Jacket
* 1 x Community Volunteer Sliders to wear on shoulder of your shirt/blouse
* 1 x Summer hat
* 1 x Winter hat

Any variation from this issue will be at the discretion of the Volunteer Coordinator based on the requirements of the individual volunteer role.

**General instructions**

It is the duty of all volunteers to ensure their standard of dress is such that their appearance is tidy and reflects credit on Dorset Fire & Rescue Service.

Corporate wear should be maintained in a clean and serviceable condition at all times.

Specifically the blue shirts should be worn tucked into trousers and all buttons fastened. Epaulettes & sliders should be worn at all times.

When attending meetings, seminars, courses etc, the wearing of corporate wear is the expected standard as volunteers are representing Dorset Fire & Rescue Service. However there may be occasions when this is clearly not appropriate. If there is any doubt then advice should be sought from the Volunteer Coordinator.

Corporate wear should only be worn when attending volunteering activities or functions for Dorset Fire & Rescue Service. If you wish to wear it for any other purpose then permission should be sought from the Chief Fire Officer via the Volunteer Coordinator.

It is not permitted to alter the style of your corporate wear in any way.

**Hairstyles**

Whilst hairstyles are a matter of individual choice they should be to a standard acceptable to Dorset Fire and Rescue Service and at all times tidy.

**Travel to and from volunteering activities**

Volunteers may wear corporate wear whilst travelling to and from volunteering activities.

You may also wear a mixture of corporate wear and non corporate wear provided this is for travel to and from volunteering activities, for example a personal jacket may be worn over your corporate wear.

**Smoking and Alcohol**

To conform with the requirements of Dorset Fire & Rescue Service policies no smoking, purchasing or consumption of alcohol is permitted whilst wearing Dorset Fire & Rescue Service corporate.

**Wear, Tear and Replacements**

We ask that every volunteer follow the correct garment care guidelines to maintain the appearance of the garment and maximise its life expectancy.

However if a garment is accidentally damaged or is no longer in a presentable condition it should be replaced. This can be done via the Volunteer Coordinator who will follow normal Dorset Fire & Rescue Service procedures.

**Lost or Stolen Garments**

If your corporate wear is lost or stolen you should report this to the Volunteer Coordinator as soon as possible.

**Return of worn or redundant items**

All items of corporate wear including your ID badge must be returned to Dorset Fire & Rescue Service at the end of their life or at the completion of your volunteering activity.

*Please note all items of work wear remain the property of Dorset Fire & Rescue Service and must be returned at the end of your volunteering time.*