

	<b>TRAVIS COUNTY ESD #5</b> <b>MANCHACA FIRE RESCUE</b> <b>Department Directive</b>	<b>D2021-006</b>
	<b>Approval of Custom Uniform Items</b>	Effective: 6/3/2021
		Rescinds:
		From: C. Poole

On 2/24/2021, Policy C101: Uniform, Apparel, and Grooming was enacted. Section II.E of the policy addresses the approval and use of special designs or clothing items while on duty.

**E. Custom items.** Clothing items designed and purchased by individuals must be approved by the Chief before being worn on duty. Any use of the department name or patch must be approved before use.

While as an organization we support and encourage pride and ownership in our organization, we also have a responsibility to protect the image and brand of our organization. As a part of this effort, we must be able to review designs that utilize the name, image, or other identifying information that connects a design with our department.

Effective immediately, all existing variations of the MFR name or patch need to be brought to the Chief to be catalogued and officially approved. This includes hats, shirts, jackets, stickers, patches, and similar items. This will give us a baseline of existing designs and their approval status for future reference. Moving forward, designs should be brought to the Chief in the design stage for approval before being worn on duty.