



Canada Border
Services Agency

Agence des services
frontaliers du Canada



Tailoring Guideline

New Shoulder Insignia and Reflective Tape

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Purpose

To ensure consistency in the re-sewing of the shoulder insignia and reflective tape on the uniform components, technical specifications and instructions are provided to assist officers and contractors to complete the 2014 re-cresting exercise.

Helpful Tips

Re-sewing should only be performed on uniform components that are still in good shape ensuring a professional and high standard of appearance. Components in poor shape should be replaced.

After removal of insignia, ironing will help to eliminate any original thread holes.

List of Essential Components

The following table indicates the components to be re-sewn with the appropriate shoulder insignia and reflective tape.

UNIFORM COMPONENT	SHOULDER INSIGNIA	REFLECTIVE TAPE
Duty shirts	Insignia (yellow)	N/A
Sweaters	Insignia (yellow)	N/A
Coveralls	Insignia (yellow)	Large (back)
Dress Uniform Tunic	Ceremonial Insignia (gold)	N/A
Bomber Jacket	Insignia (yellow)	Small (front) Large (back)
Parka	Insignia (yellow)	Large (back)
Protective Vest Carrier	N/A	Small (front) Large (back)



Shoulder Insignia



**Shoulder Insignia
(Yellow)**



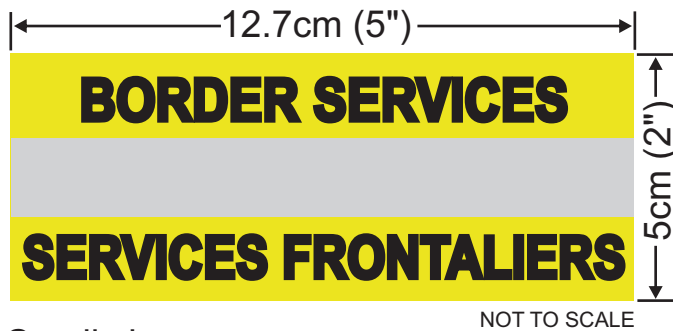
**Ceremonial Shoulder Insignia
(Gold)**



Reflective Tape



Large size



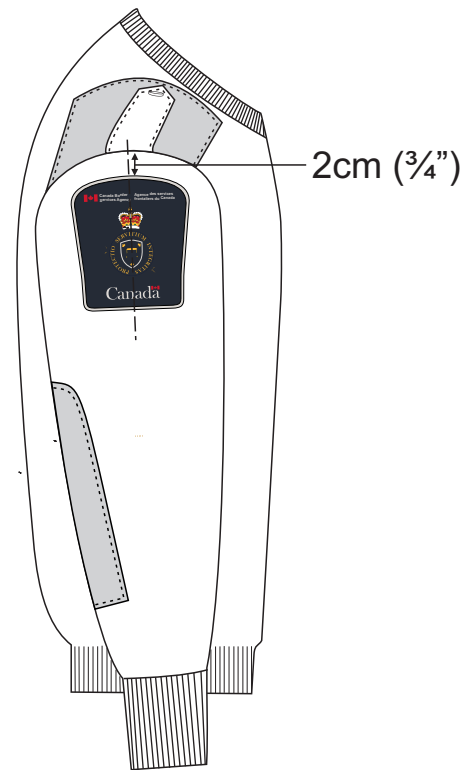
Small size



Duty Shirt & Sweater



Duty Shirt



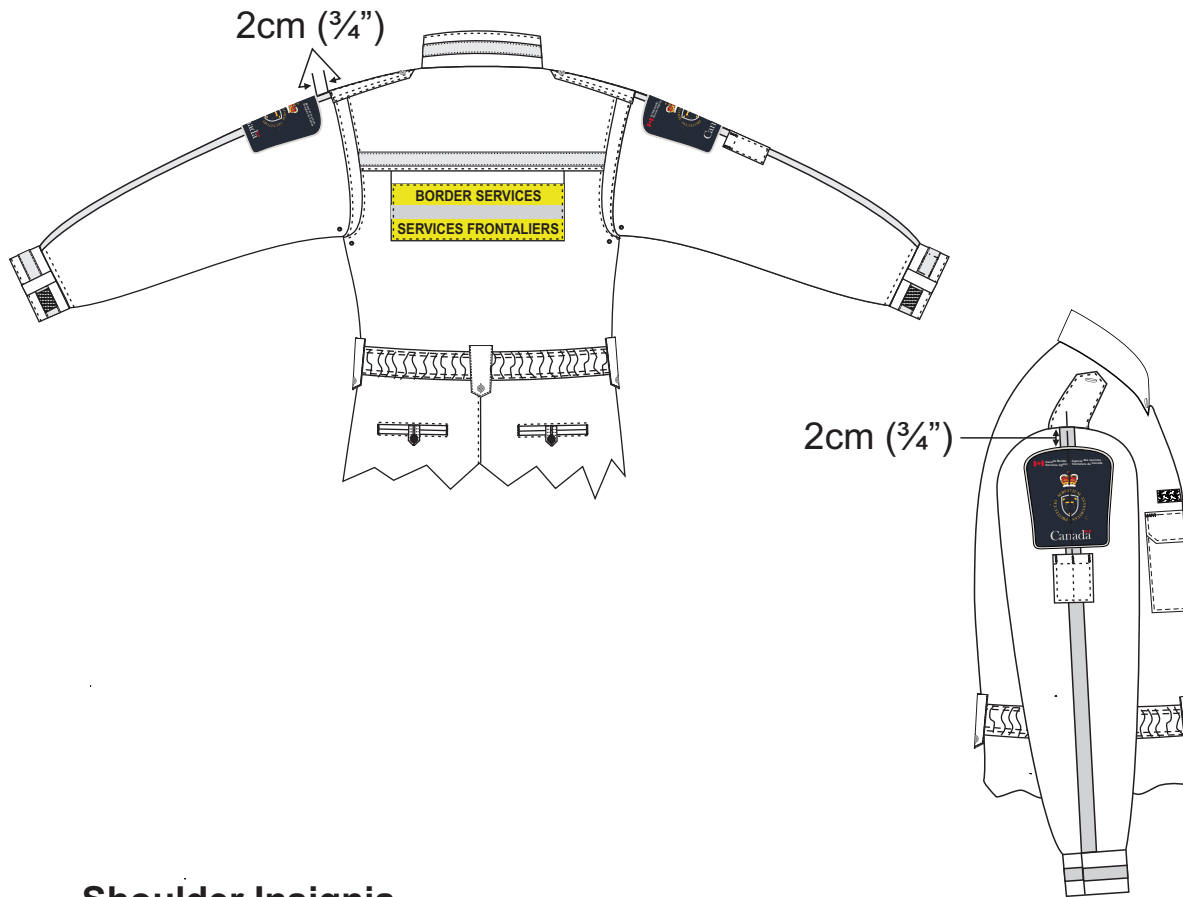
Sweater

Shoulder Insignia

1. Remove current insignia (if applicable).
2. Sew on shoulder insignia positioned to cover existing holes.
3. Ideal placement is centred on the sleeve 2cm ($\frac{3}{4}$ ") below the top of the shoulder seam.



Coveralls



Shoulder Insignia

1. Remove current insignia (if applicable).
2. Sew on shoulder insignia positioned to cover existing holes.
3. Ideal placement is centred on the sleeve 2cm ($\frac{3}{4}$ ") below the top of the shoulder seam.

Reflective Tape (1 large)

1. Completely remove rear drop-down flap containing the silver "CBSA-ASFC" reflective tape (if applicable).
2. The **large** size yellow "Border Services/Services Frontaliers" reflective tape must be sewn directly on the back, centred 2.5cm (1") below the back yoke.



Dress Uniform Tunic



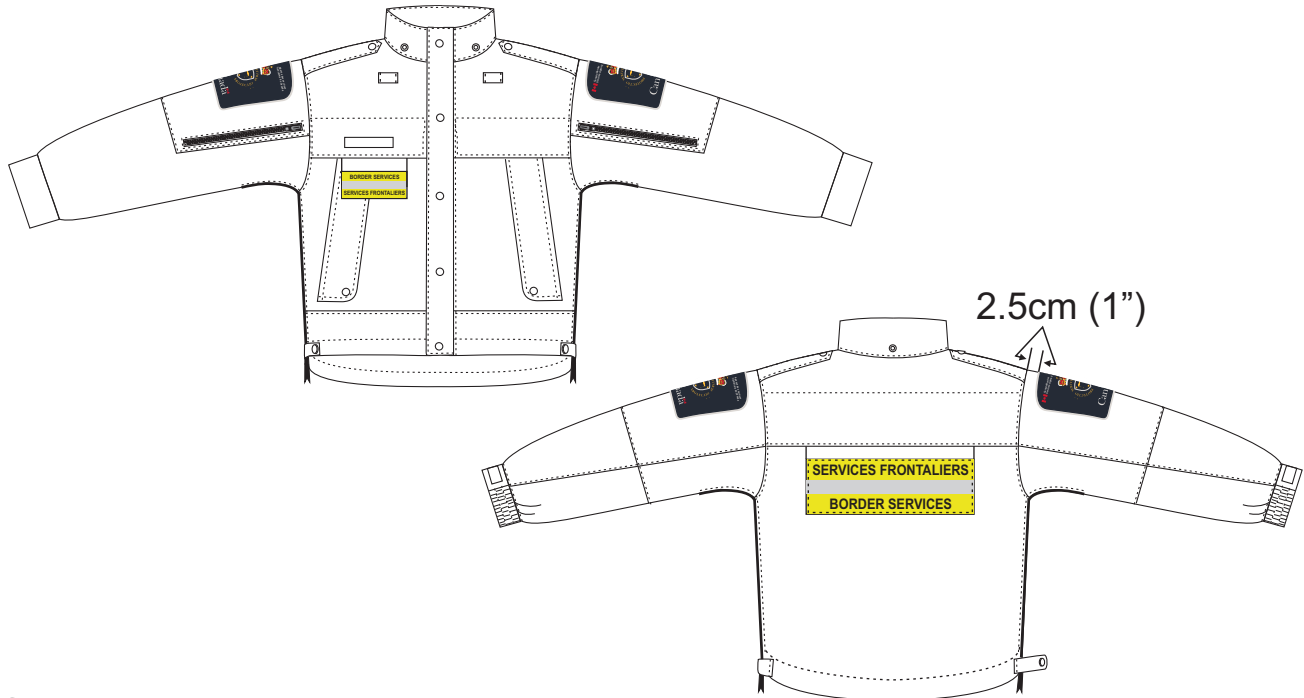
Ceremonial Shoulder Insignia

1. Remove current insignia (if applicable).
2. Sew on ceremonial shoulder insignia (gold) positioned to cover existing holes.
3. Ideal placement is centred on the sleeve 2cm ($\frac{3}{4}$ ") below the top of the shoulder seam.

Note: The re-sewing of the dress uniform for members of the ceremonial unit is postponed until after the Canadian Police and Peace Officer Memorial event in September 2014.



Bomber Jacket



Shoulder Insignia

1. Remove current insignia (if applicable).
2. Sew shoulder insignia to the outer sleeve pocket, accessible through the zipper.
3. Ideal placement centred on the sleeve 2.5cm (1") below the top of the shoulder seam.

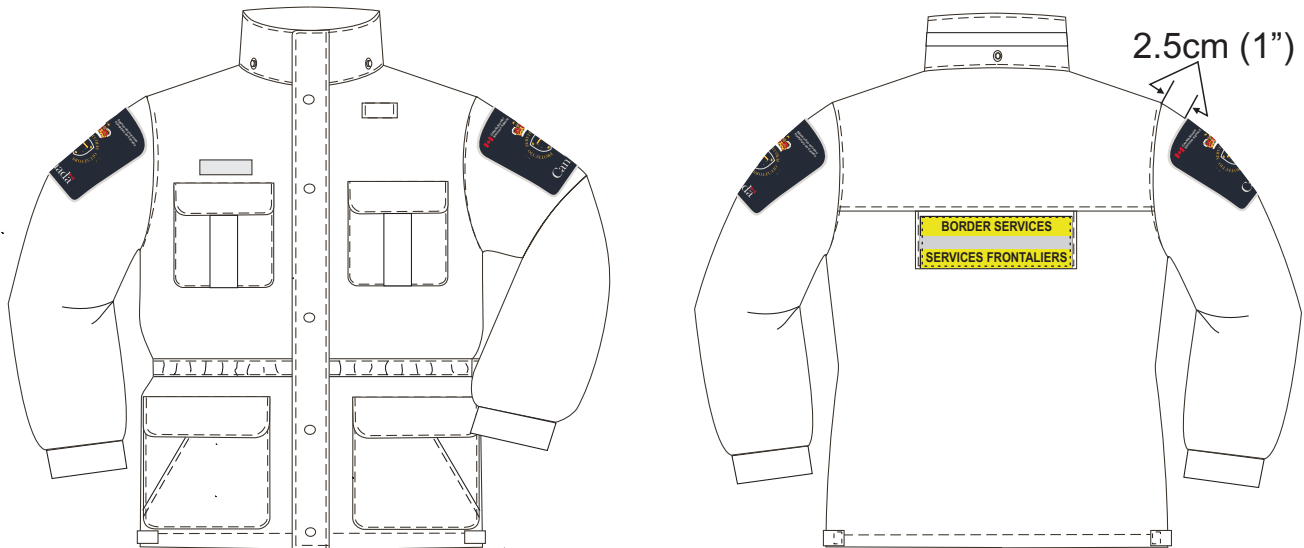
Reflective Tape (1 large and 1 small)

1. Remove silver "CBSA-ASFC" reflective tape from the rear drop-down flap.
2. Sew **small** size yellow "Border Services/Services Frontaliers" reflective tape onto the front drop-down flap only, not through the body of the garment.
3. Sew **large** size yellow "Border Services/Services Frontaliers" reflective tape onto the rear drop-down flap only, not through the body of the garment.

CAUTION: This is a water resistant garment, the use of pins or other products that penetrate the outer shell shall be restricted to under the alteration area.



Parka



Shoulder Insignia

1. Remove current insignia (if applicable).
2. Sew on shoulder insignia positioned to cover existing holes.
3. Ideal placement centred on the sleeve 2.5cm (1") below the top of the shoulder seam.

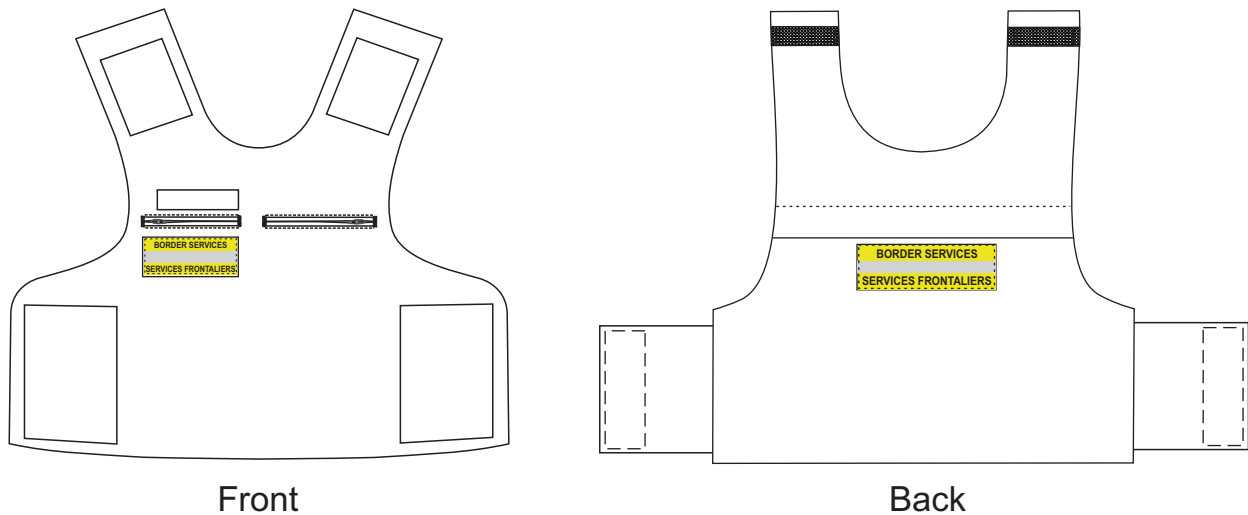
Reflective Tape (1 large)

1. Remove silver "CBSA-ASFC" reflective tape from the rear drop-down flap.
2. Sew **large** size yellow "Border Services/Services Frontaliers" reflective tape onto the rear drop-down flap only, not through the body of the garment.

CAUTION: This is a water resistant garment, the use of pins or other products that penetrate the outer shell shall be restricted to under the alteration area.



Protective Vest - External Carrier



Reflective Tape - External Carrier Front (1 small)

1. Completely remove front drop-down flap containing silver “CBSA-ASFC” reflective tape.
2. The **small** size “Border Services/Services Frontaliers” yellow reflective tape must be sewn directly onto the carrier front, 1.27cm ($\frac{1}{2}$ ”) below right chest pocket.

Note: The reflective tape cannot be placed in any other location on the front of the carrier.

Reflective Tape - External Carrier Back (1 large)

1. Completely remove rear drop-down flap containing silver “CBSA-ASFC” reflective tape.
2. Sew on **large** size yellow “Border Services/Services Frontaliers” reflective tape directly to the back of the carrier, centred 1.27cm ($\frac{1}{2}$ ”) below the back yoke.

CAUTION: Ensure that ballistic panels are removed prior to performing any alterations on the external carriers.