



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions Travaux  
publics et Services gouvernementaux Canada**  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 1T3  
Nova Scotia  
Bid Fax: (902) 496-5016

**SOLICITATION AMENDMENT**  
**MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

Bidders must provide proof of 5 years experience, see herein.

THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT / DOCUMENT CONTIENT DES  
EXIGENCES RELATIVES À LA SÉCURITÉ

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 3C9  
Nova Scot

|   |  |
|---|--|
| <b>Title - Sujet</b><br>Tailoring & Seamstress Svcs-MARLANT   |  |
| <b>Solicitation No. - N° de l'invitation</b><br>W0100-17C078/A  | <b>Amendment No. - N° modif.</b><br>001      |
| <b>Client Reference No. - N° de référence du client</b><br>W0100-17-C078  | <b>Date</b><br>2017-06-27                    |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$HAL-220-10133   |  |
| <b>File No. - N° de dossier</b><br>HAL-7-79006 (220)  | <b>CCC No./N° CCC - FMS No./N° VME</b>       |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b><br><b>on - le 2017-08-08</b>  |  |
| <b>Time Zone</b><br>Fuseau horaire<br>Atlantic Daylight Saving<br>Time ADT  |  |
| <b>F.O.B. - F.A.B.</b>  |  |
| <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/> |  |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Dunphy, Nancy  | <b>Buyer Id - Id de l'acheteur</b><br>hal220 |
| <b>Telephone No. - N° de téléphone</b><br>(902) 496-5481 ( )  | <b>FAX No. - N° de FAX</b><br>(902) 496-5016 |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b>                           |  |

Instructions: See Herein

Instructions: Voir aux présentes

|  |  |
|--|--|
| <b>Delivery Required - Livraison exigée</b>  | <b>Delivery Offered - Livraison proposée</b> |
| <b>Vendor/Firm Name and Address</b><br>Raison sociale et adresse du fournisseur/de l'entrepreneur  |  |
| <b>Telephone No. - N° de téléphone</b><br><b>Facsimile No. - N° de télécopieur</b>   |  |
| <b>Name and title of person authorized to sign on behalf of Vendor/Firm</b><br><b>(type or print)</b><br><b>Nom et titre de la personne autorisée à signer au nom du fournisseur/<br/>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b> |  |
| <b>Signature</b>   | <b>Date</b>                                  |

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**THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT**

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## PART 1 - GENERAL INFORMATION

### 1.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
  - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
  - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
  - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

### 1.2 Statement of Work

The Work to be performed is detailed under Article 6.2 of the resulting contract clauses.

### 1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

### 1.4 Trade Agreements

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

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Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003 \(2017-04-27\)](#) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days  
Insert: 120 days

## **2.2 Submission of Bids**

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

## **2.3 Former Public Servant**

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

### ***Definitions***

For the purposes of this clause, "former public servant" is any former member of a department as defined in the [Financial Administration Act](#), R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension](#)

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Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

#### **Former Public Servant in Receipt of a Pension**

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes ( ) No ( )**

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

#### **Work Force Adjustment Directive**

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes ( ) No ( )**

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

## 2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

## 2.5 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **Nova Scotia**.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

Canada requests that Bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (2 hard copies)  
Section II: Financial Bid (1 hard copy)  
Section III: Certifications (1 hard copy)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

### Section I: Technical Bid

**The Completion of Annex B Basis of Payment indicating that they are capable of performing all of the work required.**

\*\*\*\*\***MANDATORY REQUIREMENT**\*\*\*\*\*

Bidder must **demonstrate** that their business has five (5) years previous experience working as a commercial / retail based tailor.

### Section II: Financial Bid

Bidders must submit their financial bid in accordance with Annex B, Basis of Payment. The total amount of Applicable Taxes must be shown separately.

#### 3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex “D” Electronic Payment Instruments, to identify which ones are accepted.

If Annex “D” Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

#### 3.1.2 Exchange Rate Fluctuation

[C3011T \(2013-11-06\)](#), Exchange Rate Fluctuation

### Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5.

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### 4.1.1 Technical Evaluation

The technical evaluation will be based on A) the company submitting acceptable evidence that the company has (5) years' experience as a retail tailor, and B) submitting pricing on 100% of the items requested, indicating the capability to perform all of the work.

#### **4.1.2 Financial Evaluation**

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

#### **4.2. Basis of Selection**

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

##### **4.2.1 SACC Manual Clause**

SACC Manual Clause [A0220T](#) (2014-06-26), Evaluation of Price

### **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

#### **5.1 Certifications Required with the Bid**

Bidders must submit the following duly completed certifications as part of their bid.

##### **5.1.1 Integrity Provisions - Declaration of Convicted Offences**

In accordance with the [Integrity and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

#### **5.2 Certifications Precedent to Contract Award and Additional Information**

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

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### 5.2.1 Integrity Provisions – Required Documentation

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

### 5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](#) website ([http://www.esdc.gc.ca/en/jobs/workplace/human\\_rights/employment\\_equity/federal\\_contractor\\_program.page?&\\_ga=1.229006812.1158694905.1413548969](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

## PART 6 - RESULTING CONTRACT CLAUSES

### THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

#### 6.1 Security Requirements

6.1.1 The following security requirements (SRCL and related clauses provided by ISP) apply and form part of the Contract.

#### SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PWGSC FILE # W0100-17-C078

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
  - a. Security Requirements Check List and security guide (if applicable), attached at Annex C;
  - b. Industrial Security Manual (Latest Edition).

## 6.2 Statement of Work

To establish a contract for the supply of tailoring and seamstress services on an as and when required basis in support of Base Logistics (BLog) Clothing Stores located at two (2) locations within Maritime Forces Atlantic (MARLANT) (HMC Dockyard and Shearwater) in the Halifax Regional Municipality. The Contractor agrees to deliver the items and perform the work detailed in Annex A, Statement of Requirement, and Annex B, Basis of Payment.

## 6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

### 6.3.1 General Conditions

[2010C](#) (2016-04-04), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

## 6.4 Period of Contract

The period of the Contract is from \_\_\_\_\_ (*fill in start date of the period*) to \_\_\_\_\_ inclusive (*fill in end date of the period*). DATES TO BE DETERMINED

### 6.4.1 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional, one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 15 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

### 6.4.2 Delivery Date

Delivery requirements are detailed in Annex A, Statement of Work.

## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Nancy Dunphy  
Contracting Officer, Nova Scotia Acquisitions, Acquisitions Directorate  
Public Services and Procurement Canada / Government of Canada  
[nancy.dunphy@pwgsc-tps.gc.ca](mailto:nancy.dunphy@pwgsc-tps.gc.ca)  
Tel: 902-496-5481  
Work Cell: 902-403-2191  
Fax: 902-496-5016

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Agent des contrats Approvisionnement de Nouvelle-Écosse, Direction de l'approvisionnement  
Services publics et Approvisionnement Canada / Gouvernement du Canada  
[nancy.dunphy@tpsgc-pwgsc.gc.ca](mailto:nancy.dunphy@tpsgc-pwgsc.gc.ca) / Téléphone: 902.496.5481/ Tél. cell.: 902.403-2191 / Télécopier:  
902.496.5016

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

### 6.5.2 Project Authority

The Project Authority for the Contract is: (WILL BE INCLUDED AT AWARD)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### 6.5.3 Contractor's Representative

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

Procurement Business Number: \_\_\_\_\_

### 6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

## **6.7 Payment**

### **6.7.1 Basis of Payment**

Please see Annex B - Basis of Payment

### **6.7.2 Limitation of Price**

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

### **6.7.3 Electronic Payment of Invoices – Contract**

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

## **6.8 Invoicing Instructions**

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

**Please see Annex A - Statement of Work, part 12. Invoicing instructions.**

## **6.9 Certifications and Additional Information**

### **6.9.1 Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

## **6.10 Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

## **6.11 Priority of Documents**

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- 
- (a) the Articles of Agreement;
  - (b) the general conditions 2010A (2016-04-04);
  - (c) Annex A, Statement of Work;
  - (d) Annex B, Basis of Payment;
  - (e) Annex C, Security Requirements Check List;
  - (f) the Contractor's bid dated \_\_\_\_\_ and any applicable amendments

## 6.12 Defence Contract

SACC Manual clause [A9006C](#) (2012-07-16) Defence Contract

## 6.13 Insurance Requirements

The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

The Commercial General Liability policy must include the following:

- a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
- b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
- c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
- e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- g. Employees and, if applicable, Volunteers must be included as Additional Insured.
- h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- n. Advertising Injury: While not limited to, the endorsement must include coverage piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.

Solicitation No. - N° de l'invitation  
W0100-17C078/A  
Client Ref. No. - N° de réf. du client  
W0100-17-C078

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HAL-7-79006

Buyer ID - Id de l'acheteur  
ha1220  
CCC No./N° CCC - FMS No./N° VME

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**For the province of Quebec, send to:**

*Director Business Law Directorate,  
Quebec Regional Office (Ottawa),  
Department of Justice,  
284 Wellington Street, Room SAT-6042,  
Ottawa, Ontario, K1A 0H8*

**For other provinces and territories, send to:**

*Senior General Counsel,  
Civil Litigation Section,  
Department of Justice  
234 Wellington Street, East Tower  
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

## ANNEX "A"

### STATEMENT OF WORK

#### 1. PURPOSE

- 1.1. To establish a contract for the supply of tailoring and seamstress services on an as and when required basis in support of Base Logistics (BLog) Clothing Stores located at two (2) locations within Maritime Forces Atlantic (MARLANT) (HMC Dockyard and Shearwater) in the Halifax Regional Municipality.

#### 2. REFERENCES

- 2.1. A-DH-26-000-AG-001, Canadian Forces Dress Instructions Manual (attached)
- 2.2. DND 2162, Clothing/Footwear: Repairs or Alterations (attached)
- 2.3. Tailoring Outstanding Report (sample attached)

#### 3. REQUIREMENT

- 3.1. Typical services will include, but are not limited to:
  - 3.1.1. sewing on badges, insignia, reflective tape, slip-ons, bands, braid etc.;
  - 3.1.2. hemming the length of trousers and skirts;
  - 3.1.3. other alterations such as waist and sleeve adjustments on trousers or jackets;
  - 3.1.4. remove, repair or replace zippers in sleeping bags, parkas, flying suits, etc.;
  - 3.1.5. minor repairs, such as holes, rips to fabric parts of sleeping bags, parkas and flying suits;
  - 3.1.6. sewing on of buttons to various clothing articles;
  - 3.1.7. other related repairs
- 3.2. All tailoring and alterations services shall follow the standards and specifications outlined in the **A-DH-26-000-AG-001, Canadian Forces Dress Instructions Manual**. A detailed list of terms and definitions is provided in the **A-DH-26-000-AG-001, Canadian Forces Dress Instructions Manual**, which will assist the contractor in understanding all the terminology, details and specifications, associated with this requirement.
- 3.3. All fire retardant material shall be sewn using Nomex Elite TEX 60 thread.
- 3.4. All Velcro on fire retardant material shall be Nomex HI-AIR Hook and Loop Velcro Fastening Tape.
- 3.5. No alterations shall be done where the cost of the alteration is equal to or exceeds seventy-five percent (75%) of the replacement cost of the garment.

#### 4. EXPERIENCE

- 
- 4.1. The primary tailor must have a minimum of five (5) years experience working as a Commercial / Retail based Tailor.

## 5. PERIOD OF CONTRACT

- 5.1. This contract will be in effect for one (1) year with options for two (2), one (1) year option periods.

## 6. MATERIALS

- 6.1. Holes that are larger than 1" in diameter will be patched using cloth provided by DND, not sewn together. Smaller holes, tears, missing buttons, etc., will be patched or sewn.
- 6.2. All removed insignia / badges must be returned with the original article.
- 6.3. All badges and insignia must be sewn on in the correct position according to **A-DH-26-000-AG-001, Canadian Forces Dress Instructions Manual** which shows the exact placement of badges, medals, insignia, etc.
- 6.4. The Supplier will be responsible for the pick-up and delivery of all tailor items to the locations identified in paragraph 8.
- 6.5. Alteration and repair services shall include the pressing of garments in the affected areas, as required (alteration and/or addition or deletion of badges, etc...).
- 6.6. Items are to be returned on clothes hangers, unless otherwise specified.

### 6.7. GOVERNMENT SUPPLIED MATERIALS

- 6.7.1. The Department of National Defence shall supply the rank braid, insignia, badges, buttons, slip-ons, shoulder straps, ribbons and cloth.
- 6.7.2. Heavy duty zippers will be supplied by DND. They will range in size from 7" to 29". Zippers will be replaced using heavy duty thread.
- 6.7.3. Reflective tape will be supplied by DND. This tape will be used to put an "X" on the back of all anti-static parkas. It will also be sewn around each arm of the parka and a strip put across the front breast of the parka.

### 6.8. CONTRACTOR SUPPLIED MATERIALS

- 6.8.1. The Contractor shall provide all equipment and materials, including thread, except for the material indicated in paragraph 6.7.

#### 6.8.1.1. TYPE OF THREAD AND COLOUR

- 6.8.1.1.1. The following manufacturer part numbers have proven to be acceptable for use in new uniforms. The contractor shall exclusively use the following list of thread and velcro and the color of thread and velcro shall be matched to the color of the uniform or article of clothing:

- 6.8.1.1.1.1. Air Force Blue, 1806 Denim (Allied Thread); 6-613 (Bell Thread); CR-50 (Cansew Polyplus)
- 6.8.1.1.1.2. Tan, 1812 Cord Beige (Allied Thread); 16-923 (Bell Thread) 16-924 CR-833 (Cansew Polycore)
- 6.8.1.1.1.3. Light Shirt Blue, 1900 Pale Blue (Allied Thread); 16-1003 (Bell Thread); CR-216 (Cansew Polycore); 2967 Pale Blue (Cansew Polyplus)
- 6.8.1.1.1.4. Light Green Shirt, 1552 Spray Green (Allied Thread); 16-950 (Bell Thread); 2829 Spray Green (Cansew Polyplus)
- 6.8.1.1.1.5. Dark Green/Black - Black (Allied Thread); Black (Bell Thread); Black (Cansew Polycore); Black (Cansew Polyplus)
- 6.8.1.1.1.6. Nomex Elite thread TEX 60 (Black, Tan, Light Blue, Royal Blue, Dark Green and other colors as required).
- 6.8.1.1.1.7. Nomex HI-AIR Hook and Loop Velcro Fastening Tape (Natural, Camouflage Green)

6.8.1.1.2. **POSSIBLE SOURCES OF SUPPLY-**

- 6.8.1.1.2.1. The required thread and velcro may be available from the following sources:

- 6.8.1.1.2.1.1. **Allied Thread Inc.**  
99 rue Chabanel Street W.  
Montreal, Quebec  
H2N 1C3
- 6.8.1.1.2.1.2. **Cansew Inc.**  
28 Apex Rd.  
Toronto, Ontario  
M6A 2V2
- 6.8.1.1.2.1.3. **Peerless Garments (Nomex velcro and thread)**  
515 Notre Dame Ave.  
Winnipeg, Manitoba  
R3B 1R9

7. **RESPONSE TIME**

- 7.1. **Priority requirements, Halifax Dockyard and Shearwater** - upon receiving notification from the site authority and subsequent pick-up of items, work shall be completed and delivered within **twenty-four (24)** hours.
- 7.2. **Priority fittings and measuring services, Halifax Dockyard and Shearwater** - the contractor shall provide an on-site service for fittings and measuring, as requested, within **four (4)** hours of receiving notice including holidays and days of rest.

7.3. **Routine requirements, Halifax Dockyard and Shearwater** - the contractor shall have completed the work and delivered it to the site authority within **three (3)** working days of the issuance of the **DND 2162**. Pick-up and return of the items by the contractor shall be made at:

7.3.1. Shearwater - Three (3) days per week, prior to 1200 hours.

7.3.2. Halifax Dockyard – Five (5) days per week, prior to 1200 hours, (excluding holidays).

7.4. **Routine fittings and measuring services, Halifax Dockyard and Shearwater** - contractor to provide an on-site service for fittings and measurements.

7.4.1. Shearwater - the contractor shall have staff available for routine fittings and measuring services for a minimum of one (1) hour per week (excluding holidays).

7.4.2. Halifax Dockyard - the contractor shall have staff available for routine fittings and measuring services for a minimum of two (2) consecutive hours per day, three (3) days per week, total six (6) hour per week (excluding holidays)

7.5. The contractor shall submit a proposed schedule of days and times in which services will be provided within five (5) days of contract award (reference paragraphs 7.3 and 7.4)

7.6. Should the scheduled Routine Fitting day fall on a holiday the contractor shall complete the work on the weekday immediately following.

7.7. The work units indicated in the contract and Annex B are provided as estimates only. The contractor is solely responsible for monitoring and forecasting workload and adjusting their resources accordingly to manage the workload in accordance with paragraph 7 Response Times.

## 8. DELIVERY LOCATION

8.1. The following locations shall serve as the pick-up/delivery locations for all tailoring and alteration services:

8.1.1. Base Logistics  
Clothing Stores  
2519 Provo Wallace St.  
Building D-206, HMC Dockyard  
Halifax, NS B3K 5X5  
Contact OPI: IC Clothing Stores  
Phone: 902-427-2929  
Fax: 902-427-6303

8.1.2. Base Logistics  
Clothing Stores  
Building 30  
Shearwater, NS B0J 3A0  
Contact OPI: IC Clothing Stores  
Phone: 902-720-1611  
Fax: 902-720-1723

8.2. The pick-up/delivery locations are subject to change at the sole discretion of DND.

## 9. SERVICE LOCATION

- 9.1. The contractor will be provided with sufficient working space to conduct the measurements and/or fittings on-site at both locations with no cost.
- 9.2. The contractor shall also be provided with working space on-site, at the Dockyard location only, to perform some of the tailoring and alterations specified in Annex B Basis of Payment, should the contractor so desire (It is estimated that this will comprise of less than 50% of the work originating from this location). Access to facilities is 0700-1500 daily except on holidays and weekends.

DND will provide the supplier with two (2) designated parking spots for the contractor's vehicle, one (1) at each location, to assist with loading/unloading.

## 10. CLOTHING AND INVOICING CONTROL

- 10.1. The DND 2162 is the work order document that serves as the official request for services and shall clearly outline, by reference and/or text, what service(s) is/are required by the contractor.
- 10.2. The following process shall be in place to ensure all clothing articles delivered for tailoring services are returned and that monthly invoices accurately reflect required work to have been done.

### 10.3. ROLES AND RESPONSIBILITIES: DND

- 10.3.1. The Service Site Authority or delegate shall complete the serialized DND 2162, detailing the required work to be done and the name and contact information of the service member and attach DND 2162 to item of clothing.
- 10.3.2. The Service Site Authority or delegate shall complete the following fields of each DND 2162 prior to engaging the contractor's services:
  - 10.3.2.1. Name - Nom;
  - 10.3.2.2. Rank - Grade;
  - 10.3.2.3. SN - NM;
  - 10.3.2.4. Phone – N° de Tel;
  - 10.3.2.5. Base – Station;
  - 10.3.2.6. No/N°;
  - 10.3.2.7. Article;
  - 10.3.2.8. Work Required/Travail a être Exécute;
  - 10.3.2.9. Approved for (B Sup O)/Approuvé pour (O Appro B)
- 10.3.3. The Service Site Authority or delegate shall reference the corresponding line to Annex B Basis of Payment.
- 10.3.4. The Service Site Authority or delegate shall retain a copy of DND 2162 for record and verification purposes. The DND employee shall also retain a copy of completed DND 2162.
- 10.3.5. The Service Site Authority or delegate shall release the article of clothing to Contractor and record date and time of acceptance by the contractor.

- 10.3.6. The Service Site Authority or delegate shall sign and date contractor's copy of DND 2162 upon completion and delivery of article.
- 10.3.7. The Service Site Authority shall take custody of all completed work orders.
- 10.3.8. The Service Site Authority will contact the DND employee to pick up completed work orders.
- 10.3.9. The Service Site Authority shall perform verification of invoice for accuracy within fifteen (15) days of receipt of the invoice.
- 10.3.10. The Service Site Authority shall certify the invoice in accordance with Section 34 of the Financial Administration Act (FAA) within thirty (30) days of receipt of the invoice.
- 10.3.11. The Service Site Authority shall forward the original invoice to Accounts Payable for payment within thirty (30) days of receipt of the invoice.

#### 10.4. ROLES AND RESPONSIBILITIES: CONTRACTOR

- 10.4.1. The contractor or contractor's authorized representative shall pick-up item of clothing from DND and verify date and time received, and details of the DND 2162;
- 10.4.2. The contractor shall ensure the DND 2162 is affixed to the article of clothing.
- 10.4.3. The contractor shall complete the work requested and deliver the item to DND in accordance with paragraph 7 Response Times.
- 10.4.4. The contractor shall comply with the pick-up and delivery requests. All requested pick-ups and subsequent deliveries are to be made in accordance with days and times listed in paragraph 7.
- 10.4.5. All items requiring tailoring or alterations services shall have a copy of a **DND 2162** attached. It is the contractor's responsibility to ensure that the DND 2162 remain with articles throughout the tailoring and alteration process.
- 10.4.6. The contractor shall obtain a signature from the Service Site Authority on the contractor's copy of the DND 2162 upon delivery to DND. The signature will serve as a cursory acceptance pending final delivery to the DND employee. DND will have thirty (30) days to obtain final acceptance upon delivery to, and in consultation with the DND employee.
- 10.4.7. Work orders that are deemed unsatisfactory within the thirty (30) day cursory verification period will be returned to the contractor for reconsideration in accordance with paragraph 14.
- 10.4.8. The contractor shall provide the following:
  - 10.4.8.1. Staff with appropriate equipment and material to perform measuring and fittings on-site at both locations at times specified; and
  - 10.4.8.2. Staff with appropriate equipment to perform some tailoring and alteration services on-site at the Halifax location only, in consultation with and the approval of the Service Site Authority.

10.4.9. The contractor shall submit an invoice for work that has been completed and returned to DND in accordance with paragraph 12. Invoices must include substantiation in the form of DND 2162, a breakdown of all charges referencing the corresponding DND 2162 and the corresponding line in Annex **B** Basis of Payment.

10.5. The Crown reserves the right to modify or change the process outlined in paragraph 10.3 due to operational and/or administrative requirements.

## 11. ADDITIONAL WORK ITEMS

11.1. The Service Site Authority or delegate has exclusive authority to add additional work items to the DND 2162. Should the contractor identify (an) additional requirement(s) to an article that has not been included on the DND 2162, the contractor must request an amendment to the DND 2162 from the Service Site Authority. The contractor does not have the authority to add to or modify the work on the DND 2162.

11.2. Any work performed and subsequently invoiced by the contractor that is not requested by DND 2162, will not be paid.

## 12. INVOICING

12.1. Invoices are to be submitted on a monthly basis no later than seven (7) days following the last day of the month in which the services were provided. For example, services completed between the dates of 1 June and 30 June shall be included on one invoice which is due no later than 7 July.

12.2. The invoice shall include charges for all work orders completed and delivered in the preceding month.

12.3. The contractor is obligated to comply with Response Times outlined in Paragraph 7. ALL services that have lapsed beyond the applicable response time and are outstanding at the time of invoice submission shall be disclosed in the form of a report. A sample Report is attached. The minimum information required on this report is:

- 12.3.1. date;
- 12.3.2. reporting month;
- 12.3.3. DND 2162 serial number;
- 12.3.4. article;
- 12.3.5. work description;
- 12.3.6. date article received;
- 12.3.7. expected return date;
- 12.3.8. reason for delay;
- 12.3.9. contractor's signature.

12.4. Invoices shall, at a minimum, include the following:

- 12.4.1. contract item number, as specified in Annex **B**;
- 12.4.2. quantity of work completed;
- 12.4.3. unit cost;
- 12.4.4. extended cost; and
- 12.4.5. total invoice cost.

12.5. Three copies of the invoice are to be forwarded to the applicable ordering office.

12.5.1. Base Logistics  
Centralized Contracting Cell  
2519 Provo Wallace St.  
Building D-206, HMC Dockyard  
Maritime Forces Atlantic  
PO Box 99000 Station Forces  
Halifax, NS B3K 5X5  
Contact OPI: Client Services Supervisor  
Phone: 902-427-3321  
Fax: 902-427-6267

12.5.2 Base Logistics  
Shearwater Supply Group  
240 Bonaventure Ave.  
Building 30  
Maritime Forces Atlantic  
PO Box 5000 Station Main  
Shearwater, NS B0J AA0  
Contact OPI: Client Services Supervisor  
Phone: 902-720-1577  
Fax: 902-720-1723

### 13. PRICING

- 13.1. Pricing shall be in accordance with the Basis of Payment at Annex **B**.
- 13.2. Pricing shall be given per line item and include all pick-up, delivery and labor charges required to perform the task. Applicable taxes shall be listed separately.

### 14. INSPECTION

- 14.1. Final inspection shall rest solely with the Service Site Authority. Services rendered shall meet standards and requirements outlined. Services which are deemed unsatisfactory and not in compliance with **A-DH-26-000-AG-001, Canadian Forces Dress Instructions Manual** shall be returned to the contractor with a copy of the DND 2162 for reconsideration at no additional cost to the Crown.
- 14.2. The contractor shall comply with the firm Response Times indicated in paragraph 7. Failure to meet the Response Times is non-compliant with the terms of the contract and may result in termination of the contract for default.

### 15. SERVICE SITE AUTHORITY

- 15.1. The Service Site Authorities shall be responsible for the monitoring of contractor performance, inspection, and for confirming that required services have been completed under the terms and conditions stated herein.
- 15.1.1. Base Logistics  
Centralized Contracting Cell

Solicitation No. - N° de l'invitation  
W0100-17C078/A  
Client Ref. No. - N° de réf. du client  
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HAL-7-79006

Buyer ID - Id de l'acheteur  
ha1220  
CCC No./N° CCC - FMS No./N° VME

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2519 Provo Wallace St.  
Building D-206, HMC Dockyard  
Maritime Forces Atlantic  
PO Box 99000 Station Forces  
Halifax, NS B3K 5X5  
Contact: TBD (902) 427-3200

15.1.2. Base Logistics  
Shearwater Supply Group  
240 Bonaventure Ave.  
Building 30  
Maritime Forces Atlantic  
PO Box 5000 Station Main  
Shearwater, NS B0J 3A0  
Contact: TBD 720-1611

## 16. MISCELLANEOUS ALTERATION AND REPAIR SERVICES

16.1. Contractor shall provide alteration and repair services for work not included in the Statement of Work or as defined in Annex **B**. Prior to such work being performed, the contractor, upon request from the site authority, shall provide an estimated cost for requested services. The site authority shall retain the right to accept or reject any estimated offer.

## 17. ADDITIONAL REQUIREMENTS

17.1. DND reserves the right to add repair or alteration services to Annex **B** Basis of Payment during the Contract period.

**ANNEX B**

**BASIS OF PAYMENT**

Prices provided are firm for the periods indicated;

- Firm unit prices include all labour, materials, tools, equipment, transportation (including pick-up and delivery) and supervision necessary to provide tailoring and garment services;
- GST is not included in the unit prices but shall be added as a separate line item to any invoice issued against the Contract;

**TABLE 1 – Initial Year – DATES TBD**

| <b>1.0 Coat, Jacket or Tunic Service Dress, Combat Dress, Environmental Jacket, Dress Naval, Firefighter Jacket, Driver Jacket, Concert jacket (No 2 Mess Standard) (Male or Female).</b>  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (Ax B) + (Ax C) |
|--|-----------------------------------|--|---|--------------------------------|
| <b>1.1 Shorten or Lengthen Sleeves</b> - If the sleeves are shortened, the sleeve lining shall be raised accordingly, and the bottom of the lining properly felled with a minimum of 8 stitches per inch (3 stitches per cm). Hand felling polyester or polyester cotton size "C" or "D" shall be used. In the lengthening, the bottom of the lining may have to be pieced depending on the extra length required. The material is to be of exact match. | 1200                              | \$   | \$  | \$                             |
| <b>1.2 Take In or Let Out Sides</b> - After the seams have been let out or taken in, all loose ends of thread shall be removed, the old seam creases pressed off and the seams pressed open.   | 700                               | \$   | \$  | \$                             |
| <b>1.3 Enlarge Coat Armholes</b> (Deepen or Reduce Back)- The sleeve lining shall be opened, the armholes enlarged and the lining felled in the specified manner and using thread as specified in item 29-a above.   | 700                               | \$   | \$  | \$                             |
| <b>1.4 Replace Lining CF Tunic Male</b> (Navy; Air Force; Army) - Replace Lining of CF Tunic Male (Navy; Air Force; Army). Replace or increase as needed.  | 12                                | \$   | \$  | \$                             |
| <b>1.5 Replace Lining of CF Tunic Female</b> (Navy; Air Force; Army) - Replace Lining of CF Tunic female (Navy; Air Force; Army). Replace or increase as needed.   | 12                                | \$   | \$  | \$                             |
| <b>1.6 Bust or Seat, Take In or Let Out Sides</b> - After the seams have been let out or taken in, all loose ends of thread shall be removed; the old seam creases pressed off and the seams pressed open.   | 600                               | \$   | \$  | \$                             |

|  |   |    |    |    |
|--|---|----|----|----|
| <b>1.7 Fabricate Band Concert Jacket –</b><br>Color and lapel design may be locally adjusted to suit the element, individual unit or Regimental tradition. | 5 | \$ | \$ | \$ |
|--|---|----|----|----|

| <b>2.0 Trousers, Slacks, (male and female) Service Dress, Garrison, Combat, CFAV, DND Driver, DND Fire Fighter and Maternity Trousers.</b>   | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>2.1 Shorten or Lengthen - Rip bottom leg, shorten or lengthen as needed and blind fell by hand or machine. If lengthened, old creases are to be pressed out. Garment to be free of loose threads.</b>                       | 800                               | \$   | \$  | \$                           |
| <b>2.2 Seat Seam -</b> Clean all loose threads and press open. If the waist was let out, the old seam creases are to be pressed out.   | 330                               | \$   | \$  | \$                           |
| <b>2.3 Waist –</b> Take in or let out as required. Rip the seat seam, clean all loose threads, and press open. If the waist was let out, the old seam creases shall be properly pressed out.                                   | 400                               | \$   | \$  | \$                           |
| <b>2.4 Breech or Crotch -</b> Reduce or increase as needed.  | 150                               | \$   | \$  | \$                           |
| <b>2.5 Lining of Trousers/Slacks -</b> Put lining in trousers or slacks.   | 12                                | \$   | \$  | \$                           |
| <b>2.6 Fabricate Band Concert Dress Pants or Palazzo Pants –</b> Female Musicians are authorized palazzo pants or skirts or a combination of both depending on the instrument played, the total quantity not to exceed two (2) | 10                                | \$   | \$  | \$                           |

| <b>3.0 Shirt (male and female); Service Dress, Garrison, Food Handlers/Cooks and Maternity</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>3.1 Shoulder Loops and Shoulder Flags –</b> Make for shirt as required.                     | 1                                 | \$   | \$  | \$                           |

|                                 |      |    |    |    |
|---------------------------------|------|----|----|----|
| 3.2 Sew Canada Shoulder Flash - | 1    | \$ | \$ | \$ |
| 3.3 Sew Name Tags.              | 6500 | \$ | \$ | \$ |
| 3.4 Sew Trade Badge             | 6500 | \$ | \$ | \$ |

| 4.0 Skirt; Service Dress, Nurse and Utility Smock, Dental Maternity Jumper and Female Concert Dress Skirt  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| 4.1 Let Out or Take In - The waist and the hips shall be let out by opening the waistband and letting out the side seams. The old creases shall be properly pressed out, all loose threads removed and the side seams pressed open. Should the skirt be reduced, the same steps as letting out are to apply. | 50                                | \$   | \$  | \$                           |
| 4.2 Lengthen or Shorten - Rip felling of bottom hem and lengthen or shorten the amount needed. The bottom creases shall be properly pressed out, the hem turned and blind-stitch felled by hand or by machine.   | 100                               | \$   | \$  | \$                           |
| 4.3 Lower Waistband.   | 1                                 | \$   | \$  | \$                           |
| 4.4 Fabricate Band Concert Skirt – Female Musicians are authorized palazzo pants or skirts or a combination of both depending on the instrument played, the total quantity not to exceed two (2)   | 4                                 | \$   | \$  | \$                           |

| 5.0 Flying Suits, Flying Jackets and Coveralls | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
|  |                                   |  |   |                              |

|  |   |    |    |    |
|--|---|----|----|----|
| <b>5.1 Small Zippers - Repair or replace. (Zippers provided by contractor). Replacement zippers shall be the same length, gauge and tape colour as the previously used zipper and sewn in the same manner as previous.</b> | 1 | \$ | \$ | \$ |
| <b>5.2 Large Zippers - Repair or replace. (Zippers provided by contractor). Replacement zippers shall be the same length, gauge and tape colour as the previously used zipper and sewn in the same manner as previous.</b> | 1 | \$ | \$ | \$ |

| <b>6.0 Fire Retardant Fly Suit/Fly Jacket - All the badges and name tapes must be sewn on the Hook &amp; Eye Tape (Velcro) using Nomex fire retardant thread.</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| <b>6.1 Name Tapes - Sew or replace. All badges and insignia shall be sewn using appropriately coloured thread.</b>  | 1                                 | \$   | \$  | \$                           |
| a. sew on both Velcro- hook and eye.  |                                   |  |   |                              |
| b. sew on hook side only  | 400                               | \$   | \$  | \$                           |
| <b>6.2 Qualification/Trade Badges - Sew or replace. All badges and insignia shall be sewn using appropriately coloured thread.</b>                                | 1                                 | \$   | \$  | \$                           |
| a. sew on both Velcro- hook and eye.  |                                   |  |   |                              |
| b. sew on hook side only.   | 900                               | \$   | \$  | \$                           |
| <b>6.3 Specialty Badges - Sew or replace. All badges and insignia shall be sewn using appropriately coloured thread.</b>  | 1                                 | \$   | \$  | \$                           |
| a. sew on both Velcro- hook and eye.  |                                   |  |   |                              |
| b. sew on hook side only  | 1                                 | \$   | \$  | \$                           |

|                      |   |    |    |    |
|----------------------|---|----|----|----|
| 6.4 Re-Hem Fly Suits | 1 | \$ | \$ | \$ |
|----------------------|---|----|----|----|

| 7.0 Blue Fly Suits, Blue Fly Jacket- All badges and the name tape shall be sewn on as requested.  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 7.1 Nametape - Sew or replace. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.                    | 1                                 | \$   | \$  | \$                           |
| 7.2 Qualification/Trade Badge - Sew or replace. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 1                                 | \$   | \$  | \$                           |
| 7.3 Specialty Badges - Sew or replace. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.            | 1                                 | \$   | \$  | \$                           |
| 7.4 Name Tape Without Velcro - Sew or replace. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.    | 1                                 | \$   | \$  | \$                           |
| 7.5 Trade Badges Without Velcro - Sew or replace. All badges, nametapes and insignia shall be sewn using appropriately coloured thread. | 1                                 | \$   | \$  | \$                           |
| 7.6 Replace the Collar, Fly Jacket  | 1                                 | \$   | \$  | \$                           |

| 8.0 Insignia, Badges, Buttons Braid, Slip-Ons and Ribbons - All badges and insignia shall be hand or machine sewn using appropriately coloured thread. Garments with lining must be hand sewn. Garments unlined must be machine sewn.                                 | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 8.1 Button-Hole (Insignia Button) - Should a buttonhole be found to be too small to accommodate its proper size button, the buttonhole shall be re-worked through the use of a button-holer attachment, and properly finished ensuring all loose threads are removed. | 1                                 | \$   | \$  | \$                           |

|   |       |    |    |    |
|---|-------|----|----|----|
| 8.2 <b>NCM Rank Insignia</b> - Sew on or replace, 2 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.  | 2000  | \$ | \$ | \$ |
| 8.3 <b>Trade Badges</b> - Sew on or replace on lapel, 2 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.  | 700   | \$ | \$ | \$ |
| 8.4 <b>Trade, Qualification and Specialty Badges</b> - Sew on or replace single, 1 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.               | 300   | \$ | \$ | \$ |
| 8.5 <b>Canada Badges</b> - Sew on or replace, 2 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.  | 1000  | \$ | \$ | \$ |
| 8.6 <b>Canada Flag Badges</b> - Sew on or replace, 1 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread. This includes Velcro name tapes to be sewn. | 1     | \$ | \$ | \$ |
| 8.7 <b>Hat Badges (Insignia Beret)</b> - Sew on or replace hat badge. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 3000  | \$ | \$ | \$ |
| 8.8 <b>Slip-Ons (Insignia Rank Braid)</b> - Sew on "Rank" braid on service dress slip-ons and close slip-ons.   | 6000  | \$ | \$ | \$ |
| 8.9 <b>Slip-Ons (Insignia Canada Rank)</b> - Sew "CANADA" and "RANK" insignia onto combat slip and, as directed, close slip-on.   | 6000  | \$ | \$ | \$ |
| 8.10 <b>Slip-Ons (Insignia Miscellaneous)</b> - Sew miscellaneous insignia onto slip-ons as directed. Close slip-ons.   | 1200  | \$ | \$ | \$ |
| 8.11 <b>Slip-Ons (Insignia General Officer)</b> - "GENERAL OFFICER", loom embroidered or combat slip-on.  | 5     | \$ | \$ | \$ |
| 8.12 <b>Close Blank Slip-Ons (Insignia Slip-On)</b>   | 12000 | \$ | \$ | \$ |

|   |      |    |    |    |
|---|------|----|----|----|
| 8.13 <b>Sew on/ Replace (Gold Officer Rank Braid)</b> - Onto sleeves, coat, jacket, service dress. Back sleeves seam shall be ripped open, rank braid sewn at 2 inches from bottom of sleeves, machine sewn with stitch not appearing through lining of garment. Back seam shall be tacked all around and lining re-sewn by hand and machine. | 1500 | \$ | \$ | \$ |
| 8.14 <b>Construct Mount</b> - Disassemble undressed ribbons. Mount rosette, maple leaf crosses, numbers or emblem on ribbon, as directed (DND supplied).  | 2500 | \$ | \$ | \$ |
| 8.15 <b>Remove NCM Rank Insignia</b> - All the loose cut end of thread shall be removed.  | 1000 | \$ | \$ | \$ |
| 8.17 <b>Remove Officer Rank Insignia</b> - All the loose cut end of thread shall be removed.  | 1000 | \$ | \$ | \$ |

| 9.0 <b>NCD Jackets, Combat Jackets, Combat Shirts, Combat Pants, Maternity Jacket and Pants, Armor Military Police, Undress Ribbon, Shoulder Board, Aiguillettes.</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 9.1 Replace Lining (NCD Jacket)   | 1                                 | \$   | \$  | \$                           |
| 9.2 <b>Make Shoulder Board for General Officer/Medical Officer</b> - To be made by hand.  | 20                                | \$   | \$  | \$                           |
| 9.3 <b>Make Shoulder Board's Loops on CF Tunic</b> - To be made by hand.  | 10                                | \$   | \$  | \$                           |
| 9.4 <b>Replace the Snap, NCD Jacket</b>   | 1                                 | \$   | \$  | \$                           |
| 9.5 <b>Make Trousers into Shorts</b>  | 1                                 | \$   | \$  | \$                           |

|   |      |    |    |    |
|---|------|----|----|----|
| <b>9.6 Make Button Loops for Parka for CB Jackets and CB Pants</b>  | 1    | \$ | \$ | \$ |
| <b>9.7 Altering Shoulders of a Tunic -</b><br>Requires the opening of the lining, taking off the sleeves to enable decreasing of material at shoulders. The seams that run down the front to pocket of the tunic and the side seams in the back of the tunic may have to be decreased depending on how small the tunic is needed to be made at the shoulders. Sleeves are reattached (which, if necessary, have been decreased in size also), sewing closed all seams and sewing lining closed. | 1    | \$ | \$ | \$ |
| <b>9.8 Sewing on Insignia -</b> Bowler band, officer braid, and reattaching band to the bowler.   | 100  | \$ | \$ | \$ |
| <b>9.9 Make Any Undress Ribbon, Canadian Military Decoration</b>  | 2500 | \$ | \$ | \$ |
| <b>9.10 Re-Do Combat Jackets, Size 50 -</b><br>Increase size from standard to oversize as needed.   | 1    | \$ | \$ | \$ |
| <b>9.11 Re-Do Combat Shirts, Size 50 -</b><br>Increase size from standard to oversize as needed.  | 1    | \$ | \$ | \$ |
| <b>9.12 Re-Do Combat Pants, Size 50 -</b><br>Increase size from standard to oversize as needed.   | 1    | \$ | \$ | \$ |
| <b>9.13 Re-Do Maternity Jacket/Pants Size 50 -</b> Increase size from standard to oversize as needed.   | 1    | \$ | \$ | \$ |
| <b>9.14 Maternity Tunic (long or short) -</b><br>Altering the maternity tunic (lengthen or shorten).  | 1    | \$ | \$ | \$ |
| <b>9.15 Make Epaulettes for Body Armour, Military Police.</b>   | 5    | \$ | \$ | \$ |

|  |     |    |    |    |
|--|-----|----|----|----|
| 9.16 <b>Military Police Pants</b> - Altering (shorten or lengthen) of Military Police pants. | 400 | \$ | \$ | \$ |
|--|-----|----|----|----|

| 10.0 <b>Cut Away, Double Pattern, Tunic, CF Band Member</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 10.1 CF Navy Band (Male/Female)                             | 100                               | \$   | \$  | \$                           |
| 10.2 <b>CF Army Band (Male/Female)</b>                      | 40                                | \$   | \$  | \$                           |
| 10.3 <b>CF Air Force Band (Male/Female)</b>                 | 5                                 | \$   | \$  | \$                           |
| 10.4 <b>Epaulettes</b> – Manufacture and sew onto Coveralls | 25                                | \$   | \$  | \$                           |

| 11.0 <b>Altering of Firefighter Coveralls</b> - Removal of waistband buckles from current placement and to be placed at waist above the hip pockets upper edge.   | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 11.1 <b>Altering of Firefighters Coveralls</b> - Hemming up of the coverall leg length, which requires the removal of both zippers and existing material panels, and front material bindings, then replacement of these parts at the required length.   | 5                                 | \$   | \$  | \$                           |
| 11.2 <b>Replacement of Velcro</b> - To NCD Jacket (sleeve cuffs or shoulders), Firefighter Coveralls, Submariner Coveralls, and MP Vests. This requires the removal of old Velcro (barbs and hooks) and replacing with new Velcro (supplied by tailor). | 200                               | \$   | \$  | \$                           |
| 11.3 <b>Altering Coveralls</b> - Firefighter, Submariner, and Boarding Party coveralls by replacing elastic at the back of the waist. Requires that seams at the back of the waist and double seam down   | 1                                 | \$   | \$  | \$                           |

|   |     |    |    |    |
|---|-----|----|----|----|
| the body at waist (about six inches opening) be ripped out, and for elastic (supplied by the Tailor) to be replaced, and for the seams at the back of the waist and double seams down body to be sewn closed.   |     |    |    |    |
| <b>11.4 Repair Seam</b> - Firefighter Coveralls, Submariner Coveralls, Gabardine and Tunic. Requires either opening up wider double seams or opening up lining and outer shell to have seam re-sewn.  | 500 | \$ | \$ | \$ |
| <b>11.5 Replace Zipper</b> - Parka. Requires opening up seams down front of parka, opening up seam along bottom of parka, and parka to be turned inside out, to rip out the broken zipper, to sew in place the new zipper, to turn parka back right side out and to sew closed all seams. | 5   | \$ | \$ | \$ |

| <b>12.0 Tunics, Gabardines, Jackets, Trousers.</b>   | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>12.1 Altering of Collar Roll – Tunics/Gabardines/Jackets.</b> This occurs when item fits improperly in neck/shoulders with certain body sizes. Requires removal of the collar, the lining being opened and material being cut to proper measurement. The collar is then reattached and lining closed. | 300                               | \$   | \$  | \$                           |
| <b>12.2 Altering of the Gabardine -</b> Lengthen or shorten body, sleeves and lower or raise belt loops (Army).  | 20                                | \$   | \$  | \$                           |
| <b>12.3 Altering Tunic Length -</b> Required shortening or lengthening, may require false hem (material added) to the body of Tunics, opening and closing of the lining.   | 50                                | \$   | \$  | \$                           |
| <b>12.4 Altering Trousers -</b> The thigh/hip area of trousers. Requires opening the breech/crotch, cutting and fitting material insert into the thigh area, and sewing closed all seams.  | 100                               | \$   | \$  | \$                           |

| <b>13.0 Replace Zipper – sleeping bags.</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
|   |                                   |  |   |                              |

|   |          |           |           |           |
|---|----------|-----------|-----------|-----------|
| <b>13.1 Replace Zipper – sleeping bags.</b> | <b>1</b> | <b>\$</b> | <b>\$</b> | <b>\$</b> |
|---|----------|-----------|-----------|-----------|

| <b>14.0 CADPAT Lightweight Shirts and Pants, ICE (Improved Clothing Ensemble) Intermediate Jacket and Pants, Extreme Cold Weather Parka and Overalls, Wet Weather Jackets.</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>14.1 Replace Zipper- Wet weather jackets.</b>   | <b>1</b>                          | <b>\$</b>                                    | <b>\$</b>                                     | <b>\$</b>                    |
| <b>14.2 Replace Draw String- Lightweight pants.</b>  | <b>1</b>                          | <b>\$</b>                                    | <b>\$</b>                                     | <b>\$</b>                    |

| <b>15.0 Non-routine Measuring Requirements</b> - In addition to and separate from routine measuring for alterations listed in the Statement of Work, more complete measurement services may be required on occasion. Measurements for sizing of uniforms are normally performed by DND equipment, which requires occasional maintenance and repairs. During periods when measuring equipment is unavailable due to maintenance or repair, the Contractor shall be available to perform these non-routine measurements at the following price: | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| <b>15.1 Complete measurements for sizing of uniform.</b>  | <b>600</b>                        | <b>\$</b>                                    | <b>\$</b>                                     | <b>\$</b>                    |
|   | <b>HST EXCLUDED</b>               | <b>TOTAL TABLE 1 – Initial Year</b>          |   | <b>\$</b>                    |

**TABLE 2 – Option Year 1 – DATES TBD**

| 1.0 Coat, Jacket or Tunic Service Dress, Combat Dress, Environmental Jacket, Dress Naval, Firefighter Jacket, Driver Jacket, Concert jacket (No 2 Mess Standard) (Male or Female).  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 1.1 Shorten or Lengthen Sleeves - If the sleeves are shortened, the sleeve lining shall be raised accordingly, and the bottom of the lining properly felled with a minimum of 8 stitches per inch (3 stitches per cm). Hand felling polyester or polyester cotton size "C" or "D" shall be used. In the lengthening, the bottom of the lining may have to be pieced depending on the extra length required. The material is to be of exact match. | 1200                              | \$   | \$  | \$                           |
| 1.2 Take In or Let Out Sides - After the seams have been let out or taken in, all loose ends of thread shall be removed, the old seam creases pressed off and the seams pressed open.   | 700                               | \$   | \$  | \$                           |
| 1.3 Enlarge Coat Armholes (Deepen or Reduce Back)- The sleeve lining shall be opened, the armholes enlarged and the lining felled in the specified manner and using thread as specified in item 29-a above.   | 700                               | \$   | \$  | \$                           |
| 1.4 Replace Lining CF Tunic Male (Navy; Air Force; Army) - Replace Lining of CF Tunic Male (Navy; Air Force; Army). Replace or increase as needed.  | 12                                | \$   | \$  | \$                           |
| 1.5 Replace Lining of CF Tunic Female (Navy; Air Force; Army) - Replace Lining of CF Tunic female (Navy; Air Force; Army). Replace or increase as needed.   | 12                                | \$   | \$  | \$                           |
| 1.6 Bust or Seat, Take In or Let Out Sides - After the seams have been let out or taken in, all loose ends of thread shall be removed; the old seam creases pressed off and the seams pressed open.   | 600                               | \$   | \$  | \$                           |
| 1.7 Fabricate Band Concert Jacket – Color and lapel design may be locally adjusted to suit the element, individual unit or Regimental tradition.  | 5                                 | \$   | \$  | \$                           |

Solicitation No. - N° de l'invitation  
W0100-17C078/A  
Client Ref. No. - N° de réf. du client  
W0100-17-C078

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HAL-7-79006

Buyer ID - Id de l'acheteur  
hal220  
CCC No./N° CCC - FMS No./N° VME

| <b>2.0 Trousers, Slacks, (male and female) Service Dress, Garrison, Combat, CFAV, DND Driver, DND Fire Fighter and Maternity Trousers.</b>   | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>2.1 Shorten or Lengthen - Rip bottom leg, shorten or lengthen as needed and blind fell by hand or machine. If lengthened, old creases are to be pressed out. Garment to be free of loose threads.</b>                       | 800                               | \$   | \$  | \$                           |
| <b>2.2 Seat Seam</b> - Clean all loose threads and press open. If the waist was let out, the old seam creases are to be pressed out.   | 330                               | \$   | \$  | \$                           |
| <b>2.3 Waist</b> – Take in or let out as required. Rip the seat seam, clean all loose threads, and press open. If the waist was let out, the old seam creases shall be properly pressed out.                                   | 400                               | \$   | \$  | \$                           |
| <b>2.4 Breech or Crotch</b> - Reduce or increase as needed.  | 150                               | \$   | \$  | \$                           |
| <b>2.5 Lining of Trousers/Slacks</b> - Put lining in trousers or slacks.   | 12                                | \$   | \$  | \$                           |
| <b>2.6 Fabricate Band Concert Dress Pants or Palazzo Pants</b> – Female Musicians are authorized palazzo pants or skirts or a combination of both depending on the instrument played, the total quantity not to exceed two (2) | 10                                | \$   | \$  | \$                           |

| <b>3.0 Shirt (male and female); Service Dress, Garrison, Food Handlers/Cooks and Maternity</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| 3.1 Shoulder Loops and Shoulder Flags – <b>Make for shirt as required.</b>                     | 1                                 | \$   | \$  | \$                           |
| 3.2 <b>Sew Canada Shoulder Flash -</b>   | 1                                 | \$   | \$  | \$                           |
| 3.3 <b>Sew Name Tags.</b>  | 6500                              | \$   | \$  | \$                           |
| 3.4 <b>Sew Trade Badge</b>   | 6500                              | \$   | \$  | \$                           |

| <b>4.0 Skirt; Service Dress, Nurse and Utility Smock, Dental Maternity Jumper and Female Concert Dress Skirt</b>  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 4.1 <b>Let Out or Take In - The waist and the hips shall be let out by opening the waistband and letting out the side seams. The old creases shall be properly pressed out, all loose threads removed and the side seams pressed open. Should the skirt be reduced, the same steps as letting out are to apply.</b> | 50                                | \$   | \$  | \$                           |
| 4.2 <b>Lengthen or Shorten - Rip felling of bottom hem and lengthen or shorten the amount needed. The bottom creases shall be properly pressed out, the hem turned and blind-stitch felled by hand or by machine.</b>   | 100                               | \$   | \$  | \$                           |
| 4.3 <b>Lower Waistband.</b>   | 1                                 | \$   | \$  | \$                           |
| 4.4 <b>Fabricate Band Concert Skirt – Female Musicians are authorized palazzo pants or skirts or a combination of both depending on the instrument played, the total quantity not to exceed</b>   | 4                                 | \$   | \$  | \$                           |

|         |  |  |  |  |
|---------|--|--|--|--|
| two (2) |  |  |  |  |
|---------|--|--|--|--|

| 5.0 Flying Suits, Flying Jackets and Coveralls  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 5.1 Small Zippers - Repair or replace. (Zippers provided by contractor). Replacement zippers shall be the same length, gauge and tape colour as the previously used zipper and sewn in the same manner as previous. | 1                                 | \$   | \$  | \$                           |
| 5.2 Large Zippers - Repair or replace. (Zippers provided by contractor). Replacement zippers shall be the same length, gauge and tape colour as the previously used zipper and sewn in the same manner as previous. | 1                                 | \$   | \$  | \$                           |

| 6.0 Fire Retardant Fly Suit/Fly Jacket - All the badges and name tapes must be sewn on the Hook & Eye Tape (Velcro) using Nomex fire retardant thread. | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| 6.1 Name Tapes - Sew or replace. All badges and insignia shall be sewn using appropriately coloured thread.  | 1                                 | \$   | \$  | \$                           |
| a. sew on both Velcro- hook and eye.   |                                   |  |   |                              |
| b. sew on hook side only   | 400                               | \$   | \$  | \$                           |
| 6.2 Qualification/Trade Badges - Sew or replace. All badges and insignia shall be sewn using appropriately coloured thread.                            | 1                                 | \$   | \$  | \$                           |
| a. sew on both Velcro- hook and eye.   |                                   |  |   |                              |
| b. sew on hook side only.  | 900                               | \$   | \$  | \$                           |

|   |   |    |    |    |
|---|---|----|----|----|
| 6.3 <b>Specialty Badges - Sew or replace.</b><br>All badges and insignia shall be sewn using appropriately coloured thread. | 1 | \$ | \$ | \$ |
| a.    sew on both Velcro- hook and eye.   |   |    |    |    |
| b.    sew on hook side only   | 1 | \$ | \$ | \$ |
| 6.4 <b>Re-Hem Fly Suits</b>   | 1 | \$ | \$ | \$ |

| 7.0 <b>Blue Fly Suits, Blue Fly Jacket-</b> All badges and the name tape shall be sewn on as requested.  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| 7.1 <b>Nametape - Sew or replace. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.</b>                    | 1                                 | \$   | \$  | \$                           |
| 7.2 <b>Qualification/Trade Badge - Sew or replace.</b> All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 1                                 | \$   | \$  | \$                           |
| 7.3 <b>Specialty Badges - Sew or replace.</b> All badges, nametapes and insignia shall be sewn using appropriately coloured thread.            | 1                                 | \$   | \$  | \$                           |
| 7.4 <b>Name Tape Without Velcro - Sew or replace.</b> All badges, nametapes and insignia shall be sewn using appropriately coloured thread.    | 1                                 | \$   | \$  | \$                           |
| 7.5 <b>Trade Badges Without Velcro - Sew or replace.</b> All badges, nametapes and insignia shall be sewn using appropriately coloured thread. | 1                                 | \$   | \$  | \$                           |
| 7.6 <b>Replace the Collar, Fly Jacket</b>  | 1                                 | \$   | \$  | \$                           |

| 8.0 <b>Insignia, Badges, Buttons Braid, Slip-Ons and Ribbons</b> - All badges and insignia shall be hand or machine sewn using appropriately coloured thread. Garments with lining must be hand sewn. Garments unlined must be machine sewn.                                 | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>8.1 Button-Hole (Insignia Button) - Should a buttonhole be found to be too small to accommodate its proper size button, the buttonhole shall be re-worked through the use of a button-holer attachment, and properly finished ensuring all loose threads are removed.</b> | 1                                 | \$   | \$  | \$                           |
| <b>8.2 NCM Rank Insignia</b> - Sew on or replace, 2 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 2000                              | \$   | \$  | \$                           |
| <b>8.3 Trade Badges</b> - Sew on or replace on lapel, 2 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 700                               | \$   | \$  | \$                           |
| <b>8.4 Trade, Qualification and Specialty Badges</b> - Sew on or replace single, 1 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.  | 300                               | \$   | \$  | \$                           |
| <b>8.5 Canada Badges</b> - Sew on or replace, 2 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 1000                              | \$   | \$  | \$                           |
| <b>8.6 Canada Flag Badges</b> - Sew on or replace, 1 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread. This includes Velcro name tapes to be sewn.  | 1                                 | \$   | \$  | \$                           |
| <b>8.7 Hat Badges (Insignia Beret)</b> - Sew on or replace hat badge. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.  | 3000                              | \$   | \$  | \$                           |
| <b>8.8 Slip-Ons (Insignia Rank Braid)</b> - Sew on "Rank" braid on service dress slip-ons and close slip-ons.  | 6000                              | \$   | \$  | \$                           |
| <b>8.9 Slip-Ons (Insignia Canada Rank)</b> - Sew "CANADA" and "RANK" insignia onto combat slip and, as directed, close slip-on.  | 6000                              | \$   | \$  | \$                           |

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| <b>8.10 Slip-Ons (Insignia Miscellaneous)</b> - Sew miscellaneous insignia onto slip-ons as directed. Close slip-ons.   | 1200  | \$ | \$ | \$ |
| <b>8.11 Slip-Ons (Insignia General Officer)</b> - "GENERAL OFFICER", loom embroidered or combat slip-on.  | 5     | \$ | \$ | \$ |
| <b>8.12 Close Blank Slip-Ons (Insignia Slip-On)</b>   | 12000 | \$ | \$ | \$ |
| <b>8.13 Sew on/ Replace (Gold Officer Rank Braid)</b> - Onto sleeves, coat, jacket, service dress. Back sleeves seam shall be ripped open, rank braid sewn at 2 inches from bottom of sleeves, machine sewn with stitch not appearing through lining of garment. Back seam shall be tacked all around and lining re-sewn by hand and machine. | 1500  | \$ | \$ | \$ |
| <b>8.14 Construct Mount</b> - Disassemble undressed ribbons. Mount rosette, maple leaf crosses, numbers or emblem on ribbon, as directed (DND supplied).  | 2500  | \$ | \$ | \$ |
| <b>8.15 Remove NCM Rank Insignia</b> - All the loose cut end of thread shall be removed.  | 1000  | \$ | \$ | \$ |
| <b>8.17 Remove Officer Rank Insignia</b> - All the loose cut end of thread shall be removed.  | 1000  | \$ | \$ | \$ |

| <b>9.0 NCD Jackets, Combat Jackets, Combat Shirts, Combat Pants, Maternity Jacket and Pants, Armor Military Police, Undress Ribbon, Shoulder Board, Aiguillettes.</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| <b>9.1 Replace Lining (NCD Jacket)</b>  | 1                                 | \$   | \$  | \$                           |
| <b>9.2 Make Shoulder Board for General Officer/Medical Officer</b> - To be made by hand.  | 20                                | \$   | \$  | \$                           |

|   |      |    |    |    |
|---|------|----|----|----|
| <b>9.3 Make Shoulder Board's Loops on CF Tunic - To be made by hand.</b>  | 10   | \$ | \$ | \$ |
| <b>9.4 Replace the Snap, NCD Jacket</b>   | 1    | \$ | \$ | \$ |
| <b>9.5 Make Trousers into Shorts</b>  | 1    | \$ | \$ | \$ |
| <b>9.6 Make Button Loops for Parka for CB Jackets and CB Pants</b>  | 1    | \$ | \$ | \$ |
| <b>9.7 Altering Shoulders of a Tunic -</b><br>Requires the opening of the lining, taking off the sleeves to enable decreasing of material at shoulders. The seams that run down the front to pocket of the tunic and the side seams in the back of the tunic may have to be decreased depending on how small the tunic is needed to be made at the shoulders. Sleeves are reattached (which, if necessary, have been decreased in size also), sewing closed all seams and sewing lining closed. | 1    | \$ | \$ | \$ |
| <b>9.8 Sewing on Insignia -</b> Bowler band, officer braid, and reattaching band to the bowler.   | 100  | \$ | \$ | \$ |
| <b>9.9 Make Any Undress Ribbon, Canadian Military Decoration</b>  | 2500 | \$ | \$ | \$ |
| <b>9.10 Re-Do Combat Jackets, Size 50 -</b><br>Increase size from standard to oversize as needed.   | 1    | \$ | \$ | \$ |
| <b>9.11 Re-Do Combat Shirts, Size 50 -</b><br>Increase size from standard to oversize as needed.  | 1    | \$ | \$ | \$ |
| <b>9.12 Re-Do Combat Pants, Size 50 -</b><br>Increase size from standard to oversize as needed.   | 1    | \$ | \$ | \$ |

|   |     |    |    |    |
|---|-----|----|----|----|
| 9.13 <b>Re-Do Maternity Jacket/Pants Size 50</b> - Increase size from standard to oversize as needed. | 1   | \$ | \$ | \$ |
| 9.14 <b>Maternity Tunic (long or short)</b> - Altering the maternity tunic (lengthen or shorten).     | 1   | \$ | \$ | \$ |
| 9.15 <b>Make Epaulettes for Body Armour, Military Police.</b>   | 5   | \$ | \$ | \$ |
| 9.16 <b>Military Police Pants</b> - Altering (shorten or lengthen) of Military Police pants.          | 400 | \$ | \$ | \$ |

| 10.0 <b>Cut Away, Double Pattern, Tunic, CF Band Member</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 10.1 <b>CF Navy Band (Male/Female)</b>                      | 100                               | \$   | \$  | \$                           |
| 10.2 <b>CF Army Band (Male/Female)</b>                      | 40                                | \$   | \$  | \$                           |
| 10.3 <b>CF Air Force Band (Male/Female)</b>                 | 5                                 | \$   | \$  | \$                           |
| 10.4 <b>Epaulettes</b> – Manufacture and sew onto Coveralls | 25                                | \$   | \$  | \$                           |

| 11.0 <b>Altering of Firefighter Coveralls</b> - Removal of waistband buckles from current placement and to be placed at waist above the hip pockets upper edge.   | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 11.1 <b>Altering of Firefighters Coveralls</b> - Hemming up of the coverall leg length, which requires the removal of both zippers and existing material panels, and front material bindings, then replacement of these | 5                                 | \$   | \$  | \$                           |

|   |     |    |    |    |
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| parts at the required length.   |     |    |    |    |
| <b>11.2 Replacement of Velcro</b> - To NCD Jacket (sleeve cuffs or shoulders), Firefighter Coveralls, Submariner Coveralls, and MP Vests. This requires the removal of old Velcro (barbs and hooks) and replacing with new Velcro (supplied by tailor).   | 200 | \$ | \$ | \$ |
| <b>11.3 Altering Coveralls</b> - Firefighter, Submariner, and Boarding Party coveralls by replacing elastic at the back of the waist. Requires that seams at the back of the waist and double seam down the body at waist (about six inches opening) be ripped out, and for elastic (supplied by the Tailor) to be replaced, and for the seams at the back of the waist and double seams down body to be sewn closed. | 1   | \$ | \$ | \$ |
| <b>11.4 Repair Seam</b> - Firefighter Coveralls, Submariner Coveralls, Gabardine and Tunic. Requires either opening up wider double seams or opening up lining and outer shell to have seam re-sewn.  | 500 | \$ | \$ | \$ |
| <b>11.5 Replace Zipper</b> - Parka. Requires opening up seams down front of parka, opening up seam along bottom of parka, and parka to be turned inside out, to rip out the broken zipper, to sew in place the new zipper, to turn parka back right side out and to sew closed all seams.   | 5   | \$ | \$ | \$ |

| 12.0 Tunics, Gabardines, Jackets, Trousers.  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>12.1 Altering of Collar Roll – Tunics/Gabardines/Jackets.</b> This occurs when item fits improperly in neck/shoulders with certain body sizes. Requires removal of the collar, the lining being opened and material being cut to proper measurement. The collar is then reattached and lining closed. | 300                               | \$   | \$  | \$                           |

|   |     |    |    |    |
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| <b>12.2 Altering of the Gabardine -</b><br>Lengthen or shorten body, sleeves and lower or raise belt loops (Army).  | 20  | \$ | \$ | \$ |
| <b>12.3 Altering Tunic Length -</b> Required shortening or lengthening, may require false hem (material added) to the body of Tunics, opening and closing of the lining.                  | 50  | \$ | \$ | \$ |
| <b>12.4 Altering Trousers -</b> The thigh/hip area of trousers. Requires opening the breech/crotch, cutting and fitting material insert into the thigh area, and sewing closed all seams. | 100 | \$ | \$ | \$ |

|   |                                   |  |   |                              |
|---|-----------------------------------|--|---|------------------------------|
| <b>13.0 Replace Zipper –</b> sleeping bags. | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
| <b>13.1 Replace Zipper –</b> sleeping bags. | 1                                 | \$   | \$  | \$                           |

|  |                                   |  |   |                              |
|--|-----------------------------------|--|---|------------------------------|
| <b>14.0 CADPAT Lightweight Shirts and Pants, ICE (Improved Clothing Ensemble) Intermediate Jacket and Pants, Extreme Cold Weather Parka and Overalls, Wet Weather Jackets.</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
| <b>14.1 Replace Zipper- Wet weather jackets.</b>   | 1                                 | \$   | \$  | \$                           |
| <b>14.2 Replace Draw String- Lightweight pants.</b>  | 1                                 | \$   | \$  | \$                           |

|   |                                   |  |   |                              |
|---|-----------------------------------|--|---|------------------------------|
| <b>15.0 Non-routine Measuring Requirements -</b> In addition to and separate from routine measuring for alterations listed in the Statement of Work, more complete measurement services may be required on occasion. Measurements for sizing of uniforms are normally performed by DND equipment, which requires occasional maintenance and repairs. During periods when measuring equipment is unavailable due to maintenance or repair, the Contractor shall be available to perform these non- | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|

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| routine measurements at the following price:             |                     |                                      |           |           |
| <b>15.1</b> Complete measurements for sizing of uniform. | <b>600</b>          | <b>\$</b>                            | <b>\$</b> | <b>\$</b> |
|  | <b>HST EXCLUDED</b> | <b>TOTAL TABLE 2 – Option Year 1</b> |           | <b>\$</b> |

**TABLE 3 – Option Year 2 – DATES TBD**

| <b>1.0 Coat, Jacket or Tunic Service Dress, Combat Dress, Environmental Jacket, Dress Naval, Firefighter Jacket, Driver Jacket, Concert jacket (No 2 Mess Standard) (Male or Female).</b>  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>1.1 Shorten or Lengthen Sleeves - If the sleeves are shortened, the sleeve lining shall be raised accordingly, and the bottom of the lining properly felled with a minimum of 8 stitches per inch (3 stitches per cm). Hand felling polyester or polyester cotton size "C" or "D" shall be used. In the lengthening, the bottom of the lining may have to be pieced depending on the extra length required. The material is to be of exact match.</b> | <b>1200</b>                       | <b>\$</b>                                    | <b>\$</b>                                     | <b>\$</b>                    |

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|--|-----|----|----|----|
| 1.2 <b>Take In or Let Out Sides</b> - After the seams have been let out or taken in, all loose ends of thread shall be removed, the old seam creases pressed off and the seams pressed open.                       | 700 | \$ | \$ | \$ |
| 1.3 <b>Enlarge Coat Armholes</b> (Deepen or Reduce Back)- The sleeve lining shall be opened, the armholes enlarged and the lining felled in the specified manner and using thread as specified in item 29-a above. | 700 | \$ | \$ | \$ |
| 1.4 <b>Replace Lining CF Tunic Male</b> (Navy; Air Force; Army) - Replace Lining of CF Tunic Male (Navy; Air Force; Army). Replace or increase as needed.  | 12  | \$ | \$ | \$ |
| 1.5 <b>Replace Lining of CF Tunic Female</b> (Navy; Air Force; Army) - Replace Lining of CF Tunic female (Navy; Air Force; Army). Replace or increase as needed.   | 12  | \$ | \$ | \$ |
| 1.6 <b>Bust or Seat, Take In or Let Out Sides</b> - After the seams have been let out or taken in, all loose ends of thread shall be removed; the old seam creases pressed off and the seams pressed open.         | 600 | \$ | \$ | \$ |
| 1.7 <b>Fabricate Band Concert Jacket</b> – Color and lapel design may be locally adjusted to suit the element, individual unit or Regimental tradition.  | 5   | \$ | \$ | \$ |

| <b>2.0 Trousers, Slacks, (male and female) Service Dress, Garrison, Combat, CFAV, DND Driver, DND Fire Fighter and Maternity Trousers.</b>   | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>2.1 Shorten or Lengthen - Rip bottom leg, shorten or lengthen as needed and blind fell by hand or machine. If lengthened, old creases are to be pressed out. Garment to be free of loose threads.</b>                       | 800                               | \$   | \$  | \$                           |
| <b>2.2 Seat Seam</b> - Clean all loose threads and press open. If the waist was let out, the old seam creases are to be pressed out.   | 330                               | \$   | \$  | \$                           |
| <b>2.3 Waist</b> – Take in or let out as required. Rip the seat seam, clean all loose threads, and press open. If the waist was let out, the old seam creases shall be properly pressed out.                                   | 400                               | \$   | \$  | \$                           |
| <b>2.4 Breech or Crotch</b> - Reduce or increase as needed.  | 150                               | \$   | \$  | \$                           |
| <b>2.5 Lining of Trousers/Slacks</b> - Put lining in trousers or slacks.   | 12                                | \$   | \$  | \$                           |
| <b>2.6 Fabricate Band Concert Dress Pants or Palazzo Pants</b> – Female Musicians are authorized palazzo pants or skirts or a combination of both depending on the instrument played, the total quantity not to exceed two (2) | 10                                | \$   | \$  | \$                           |

| <b>3.0 Shirt (male and female); Service Dress, Garrison, Food Handlers/Cooks and Maternity</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>3.1 Shoulder Loops and Shoulder Flags – Make for shirt as required.</b>                     | 1                                 | \$   | \$  | \$                           |
| <b>3.2 Sew Canada Shoulder Flash -</b>   | 1                                 | \$   | \$  | \$                           |

|                            |      |    |    |    |
|----------------------------|------|----|----|----|
| <b>3.3 Sew Name Tags.</b>  | 6500 | \$ | \$ | \$ |
| <b>3.4 Sew Trade Badge</b> | 6500 | \$ | \$ | \$ |

| <b>4.0 Skirt; Service Dress, Nurse and Utility Smock, Dental Maternity Jumper and Female Concert Dress Skirt</b>  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| <b>4.1 Let Out or Take In - The waist and the hips shall be let out by opening the waistband and letting out the side seams. The old creases shall be properly pressed out, all loose threads removed and the side seams pressed open. Should the skirt be reduced, the same steps as letting out are to apply.</b> | 50                                | \$   | \$  | \$                           |
| <b>4.2 Lengthen or Shorten - Rip felling of bottom hem and lengthen or shorten the amount needed. The bottom creases shall be properly pressed out, the hem turned and blind-stitch felled by hand or by machine.</b>   | 100                               | \$   | \$  | \$                           |
| <b>4.3 Lower Waistband.</b>   | 1                                 | \$   | \$  | \$                           |
| <b>4.4 Fabricate Band Concert Skirt – Female Musicians are authorized palazzo pants or skirts or a combination of both depending on the instrument played, the total quantity not to exceed two (2)</b>   | 4                                 | \$   | \$  | \$                           |

| <b>5.0 Flying Suits, Flying Jackets and Coveralls</b>  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>5.1 Small Zippers - Repair or replace. (Zippers provided by contractor). Replacement zippers shall be the same length, gauge and tape colour as the</b> | 1                                 | \$   | \$  | \$                           |

|  |   |    |    |    |
|--|---|----|----|----|
| <b>previously used zipper and sewn in the same manner as previous.</b>   |   |    |    |    |
| <b>5.2 Large Zippers</b> - Repair or replace. (Zippers provided by contractor). Replacement zippers shall be the same length, gauge and tape colour as the previously used zipper and sewn in the same manner as previous. | 1 | \$ | \$ | \$ |

| <b>6.0 Fire Retardant Fly Suit/Fly Jacket</b> - All the badges and name tapes must be sewn on the Hook & Eye Tape (Velcro) using Nomex fire retardant thread.              | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>6.1 Name Tapes</b> - Sew or replace. All badges and insignia shall be sewn using appropriately coloured thread.<br>a. sew on both Velcro- hook and eye.                 | 1                                 | \$   | \$  | \$                           |
| b. sew on hook side only   | 400                               | \$   | \$  | \$                           |
| <b>6.2 Qualification/Trade Badges</b> - Sew or replace. All badges and insignia shall be sewn using appropriately coloured thread.<br>a. sew on both Velcro- hook and eye. | 1                                 | \$   | \$  | \$                           |
| b. sew on hook side only.  | 900                               | \$   | \$  | \$                           |
| <b>6.3 Specialty Badges</b> - Sew or replace. All badges and insignia shall be sewn using appropriately coloured thread.<br>a. sew on both Velcro- hook and eye.           | 1                                 | \$   | \$  | \$                           |
| b. sew on hook side only   | 1                                 | \$   | \$  | \$                           |
| <b>6.4 Re-Hem Fly Suits</b>  | 1                                 | \$   | \$  | \$                           |

| 7.0 <b>Blue Fly Suits, Blue Fly Jacket-</b> All badges and the name tape shall be sewn on as requested.  | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| 7.1 <b>Nametape - Sew or replace. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.</b>  | 1                                 | \$   | \$  | \$                           |
| 7.2 <b>Qualification/Trade Badge - Sew or replace.</b> All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 1                                 | \$   | \$  | \$                           |
| 7.3 <b>Specialty Badges - Sew or replace.</b> All badges, nametapes and insignia shall be sewn using appropriately coloured thread.  | 1                                 | \$   | \$  | \$                           |
| 7.4 <b>Name Tape Without Velcro - Sew or replace.</b> All badges, nametapes and insignia shall be sewn using appropriately coloured thread.  | 1                                 | \$   | \$  | \$                           |
| 7.5 <b>Trade Badges Without Velcro - Sew or replace.</b> All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 1                                 | \$   | \$  | \$                           |
| 7.6 Replace the Collar, Fly Jacket   | 1                                 | \$   | \$  | \$                           |
| 8.0 <b>Insignia, Badges, Buttons Braid, Slip-Ons and Ribbons - All badges and insignia shall be hand or machine sewn using appropriately coloured thread. Garments with lining must be hand sewn. Garments unlined must be machine sewn.</b>                                 | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
| 8.1 <b>Button-Hole (Insignia Button) - Should a buttonhole be found to be too small to accommodate its proper size button, the buttonhole shall be re-worked through the use of a button-holer attachment, and properly finished ensuring all loose threads are removed.</b> | 1                                 | \$   | \$  | \$                           |
| 8.2 <b>NCM Rank Insignia - Sew on or replace, 2 per garment.</b> All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 2000                              | \$   | \$  | \$                           |

|  |       |    |    |    |
|--|-------|----|----|----|
| 8.3 <b>Trade Badges</b> - Sew on or replace on lapel, 2 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 700   | \$ | \$ | \$ |
| 8.4 <b>Trade, Qualification and Specialty Badges</b> - Sew on or replace single, 1 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.  | 300   | \$ | \$ | \$ |
| 8.5 <b>Canada Badges</b> - Sew on or replace, 2 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.   | 1000  | \$ | \$ | \$ |
| 8.6 <b>Canada Flag Badges</b> - Sew on or replace, 1 per garment. All badges, nametapes and insignia shall be sewn using appropriately coloured thread. This includes Velcro name tapes to be sewn.  | 1     | \$ | \$ | \$ |
| 8.7 <b>Hat Badges (Insignia Beret)</b> - Sew on or replace hat badge. All badges, nametapes and insignia shall be sewn using appropriately coloured thread.  | 3000  | \$ | \$ | \$ |
| 8.8 <b>Slip-Ons (Insignia Rank Braid)</b> - Sew on "Rank" braid on service dress slip-ons and close slip-ons.  | 6000  | \$ | \$ | \$ |
| 8.9 <b>Slip-Ons (Insignia Canada Rank)</b> - Sew "CANADA" and "RANK" insignia onto combat slip and, as directed, close slip-on.  | 6000  | \$ | \$ | \$ |
| 8.10 <b>Slip-Ons (Insignia Miscellaneous)</b> - Sew miscellaneous insignia onto slip-ons as directed. Close slip-ons.  | 1200  | \$ | \$ | \$ |
| 8.11 <b>Slip-Ons (Insignia General Officer)</b> - "GENERAL OFFICER", loom embroidered or combat slip-on.   | 5     | \$ | \$ | \$ |
| 8.12 <b>Close Blank Slip-Ons (Insignia Slip-On)</b>  | 12000 | \$ | \$ | \$ |
| 8.13 <b>Sew on/ Replace (Gold Officer Rank Braid)</b> - Onto sleeves, coat, jacket, service dress. Back sleeves seam shall be ripped open, rank braid sewn at 2 inches from bottom of sleeves, machine sewn with stitch not appearing through lining of garment. Back seam | 1500  | \$ | \$ | \$ |

|  |             |    |    |    |
|--|-------------|----|----|----|
| shall be tacked all around and lining re-sewn by hand and machine.   |             |    |    |    |
| <b>8.14 Construct Mount</b> - Disassemble undressed ribbons. Mount rosette, maple leaf crosses, numbers or emblem on ribbon, as directed (DND supplied). | 2500        | \$ | \$ | \$ |
| <b>8.15 Remove NCM Rank Insignia</b> - All the loose cut end of thread shall be removed.   | 1000        | \$ | \$ | \$ |
| <b>8.17 Remove Officer Rank Insignia</b> - All the loose cut end of thread shall be removed.   | <b>1000</b> | \$ | \$ | \$ |

| <b>9.0 NCD Jackets, Combat Jackets, Combat Shirts, Combat Pants, Maternity Jacket and Pants, Armor Military Police, Undress Ribbon, Shoulder Board, Aiguillettes.</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| <b>9.1 Replace Lining (NCD Jacket)</b>  | 1                                 | \$   | \$  | \$                           |
| <b>9.2 Make Shoulder Board for General Officer/Medical Officer</b> - To be made by hand.  | 20                                | \$   | \$  | \$                           |
| <b>9.3 Make Shoulder Board's Loops on CF Tunic</b> - To be made by hand.  | 10                                | \$   | \$  | \$                           |
| <b>9.4 Replace the Snap, NCD Jacket</b>   | 1                                 | \$   | \$  | \$                           |
| <b>9.5 Make Trousers into Shorts</b>  | 1                                 | \$   | \$  | \$                           |
| <b>9.6 Make Button Loops for Parka for CB Jackets and CB Pants</b>  | 1                                 | \$   | \$  | \$                           |

|  |      |    |    |    |
|--|------|----|----|----|
| <p><b>9.7 Altering Shoulders of a Tunic -</b><br/> Requires the opening of the lining, taking off the sleeves to enable decreasing of material at shoulders. The seams that run down the front to pocket of the tunic and the side seams in the back of the tunic may have to be decreased depending on how small the tunic is needed to be made at the shoulders. Sleeves are reattached (which, if necessary, have been decreased in size also), sewing closed all seams and sewing lining closed.</p> | 1    | \$ | \$ | \$ |
| <p><b>9.8 Sewing on Insignia -</b> Bowler band, officer braid, and reattaching band to the bowler.</p>   | 100  | \$ | \$ | \$ |
| <p><b>9.9 Make Any Undress Ribbon, Canadian Military Decoration</b></p>  | 2500 | \$ | \$ | \$ |
| <p><b>9.10 Re-Do Combat Jackets, Size 50 -</b><br/> Increase size from standard to oversize as needed.</p>   | 1    | \$ | \$ | \$ |
| <p><b>9.11 Re-Do Combat Shirts, Size 50 -</b><br/> Increase size from standard to oversize as needed.</p>  | 1    | \$ | \$ | \$ |
| <p><b>9.12 Re-Do Combat Pants, Size 50 -</b><br/> Increase size from standard to oversize as needed.</p>   | 1    | \$ | \$ | \$ |
| <p><b>9.13 Re-Do Maternity Jacket/Pants Size 50 -</b> Increase size from standard to oversize as needed.</p>   | 1    | \$ | \$ | \$ |
| <p><b>9.14 Maternity Tunic (long or short) -</b><br/> Altering the maternity tunic (lengthen or shorten).</p>  | 1    | \$ | \$ | \$ |
| <p><b>9.15 Make Epaulettes for Body Armour, Military Police.</b></p>   | 5    | \$ | \$ | \$ |
| <p><b>9.16 Military Police Pants -</b> Altering (shorten or lengthen) of Military Police pants.</p>  | 400  | \$ | \$ | \$ |

| 10.0 <b>Cut Away, Double Pattern, Tunic, CF Band Member</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 10.1 CF Navy Band (Male/Female)                             | 100                               | \$   | \$  | \$                           |
| 10.2 CF Army Band (Male/Female)                             | 40                                | \$   | \$  | \$                           |
| 10.3 CF Air Force Band (Male/Female)                        | 5                                 | \$   | \$  | \$                           |
| 10.4 <b>Epaulettes</b> – Manufacture and sew onto Coveralls | 25                                | \$   | \$  | \$                           |

| 11.0 <b>Altering of Firefighter Coveralls - Removal of waistband buckles from current placement and to be placed at waist above the hip pockets upper edge.</b>   | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| 11.1 <b>Altering of Firefighters Coveralls</b> - Hemming up of the coverall leg length, which requires the removal of both zippers and existing material panels, and front material bindings, then replacement of these parts at the required length.   | 5                                 | \$   | \$  | \$                           |
| 11.2 <b>Replacement of Velcro</b> - To NCD Jacket (sleeve cuffs or shoulders), Firefighter Coveralls, Submariner Coveralls, and MP Vests. This requires the removal of old Velcro (barbs and hooks) and replacing with new Velcro (supplied by tailor).   | 200                               | \$   | \$  | \$                           |
| 11.3 <b>Altering Coveralls</b> - Firefighter, Submariner, and Boarding Party coveralls by replacing elastic at the back of the waist. Requires that seams at the back of the waist and double seam down the body at waist (about six inches opening) be ripped out, and for elastic (supplied by the Tailor) to be replaced, and for the seams at the back of the | 1                                 | \$   | \$  | \$                           |

|   |     |    |    |    |
|---|-----|----|----|----|
| waist and double seams down body to be sewn closed.   |     |    |    |    |
| <b>11.4 Repair Seam</b> - Firefighter Coveralls, Submariner Coveralls, Gabardine and Tunic. Requires either opening up wider double seams or opening up lining and outer shell to have seam re-sewn.  | 500 | \$ | \$ | \$ |
| <b>11.5 Replace Zipper</b> - Parka. Requires opening up seams down front of parka, opening up seam along bottom of parka, and parka to be turned inside out, to rip out the broken zipper, to sew in place the new zipper, to turn parka back right side out and to sew closed all seams. | 5   | \$ | \$ | \$ |

| <b>12.0 Tunics, Gabardines, Jackets, Trousers.</b>   | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>12.1 Altering of Collar Roll – Tunics/Gabardines/Jackets.</b> This occurs when item fits improperly in neck/shoulders with certain body sizes. Requires removal of the collar, the lining being opened and material being cut to proper measurement. The collar is then reattached and lining closed. | 300                               | \$   | \$  | \$                           |
| <b>12.2 Altering of the Gabardine -</b> Lengthen or shorten body, sleeves and lower or raise belt loops (Army).  | 20                                | \$   | \$  | \$                           |
| <b>12.3 Altering Tunic Length -</b> Required shortening or lengthening, may require false hem (material added) to the body of Tunics, opening and closing of the lining.   | 50                                | \$   | \$  | \$                           |
| <b>12.4 Altering Trousers -</b> The thigh/hip area of trousers. Requires opening the breech/crotch, cutting and fitting material insert into the thigh area, and sewing closed all seams.  | 100                               | \$   | \$  | \$                           |

| <b>13.0 Replace Zipper – sleeping bags.</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
|   |                                   |  |   |                              |

|   |          |           |           |           |
|---|----------|-----------|-----------|-----------|
| <b>13.1 Replace Zipper – sleeping bags.</b> | <b>1</b> | <b>\$</b> | <b>\$</b> | <b>\$</b> |
|---|----------|-----------|-----------|-----------|

| <b>14.0 CADPAT Lightweight Shirts and Pants, ICE (Improved Clothing Ensemble) Intermediate Jacket and Pants, Extreme Cold Weather Parka and Overalls, Wet Weather Jackets.</b> | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|--|-----------------------------------|--|---|------------------------------|
| <b>14.1 Replace Zipper- Wet weather jackets.</b>   | <b>1</b>                          | <b>\$</b>                                    | <b>\$</b>                                     | <b>\$</b>                    |
| <b>14.2 Replace Draw String- Lightweight pants.</b>  | <b>1</b>                          | <b>\$</b>                                    | <b>\$</b>                                     | <b>\$</b>                    |

| <b>15.0 Non-routine Measuring Requirements</b> - In addition to and separate from routine measuring for alterations listed in the Statement of Work, more complete measurement services may be required on occasion. Measurements for sizing of uniforms are normally performed by DND equipment, which requires occasional maintenance and repairs. During periods when measuring equipment is unavailable due to maintenance or repair, the Contractor shall be available to perform these non-routine measurements at the following price: | Estimated Yearly Quantity (Col A) | Firm Unit Price Routine Requirements (Col B) | Firm Unit Price Priority Requirements (Col C) | Extended Price (AxB) + (AxC) |
|---|-----------------------------------|--|---|------------------------------|
| <b>15.1 Complete measurements for sizing of uniform.</b>  | <b>600</b>                        | <b>\$</b>                                    | <b>\$</b>                                     | <b>\$</b>                    |
|   | <b>HST EXCLUDED</b>               | <b>TOTAL TABLE 3 – Option Year 2</b>         |   | <b>\$</b>                    |

SUMMARY:

Table 1 = \$ \_\_\_\_\_

Solicitation No. - N° de l'invitation  
W0100-17C078/A  
Client Ref. No. - N° de réf. du client  
W0100-17-C078

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HAL-7-79006

Buyer ID - Id de l'acheteur  
hal220  
CCC No./N° CCC - FMS No./N° VME

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Table 2 = \$ \_\_\_\_\_  
Table 3 = \$ \_\_\_\_\_

Grand total = \$ \_\_\_\_\_ (HST Extra)

Solicitation No. - N° de l'invitation  
W0100-17C078/A  
Client Ref. No. - N° de réf. du client  
W0100-17-C078

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HAL-7-79006

Buyer ID - Id de l'acheteur  
hal220  
CCC No./N° CCC - FMS No./N° VME

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## **ANNEX "C"**

### **SECURITY REQUIREMENTS CHECK LIST**

Solicitation No. - N° de l'invitation  
W0100-17C078/A  
Client Ref. No. - N° de réf. du client  
W0100-17-C078

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HAL-7-79006

Buyer ID - Id de l'acheteur  
ha1220  
CCC No./N° CCC - FMS No./N° VME

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## **ANNEX “D” to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

*As indicated in Part 3, clause 3.1.2, the Bidder must identify which electronic payment instruments they are willing to accept for payment of invoices.*

The Bidder accepts any of the following Electronic Payment Instrument(s):

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);

Solicitation No. - N° de l'invitation  
W0100-17C078/A  
Client Ref. No. - N° de réf. du client  
W0100-17-C078

Amd. No. - N° de la modif.  
File No. - N° du dossier  
HAL-7-79006

Buyer ID - Id de l'acheteur  
hal220  
CCC No./N° CCC - FMS No./N° VME

---

**ANNEX "E"**

**INFORMATION FOR CODE OF CONDUCT CERTIFICATION**

***[MUST BE COMPLETED BY OFFEROR/BIDDER WITH BID SUBMISSION]***

Please provide list of names of the following entities, according to the ownership nature of the company

1. For a Corporation - each current member of the Bidder's Board of Directors;

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2. For a Sole Proprietorship or an individual doing business under a firm name - the name of the sole proprietor or individual;

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3. For a Joint Venture - the names of all current members of the Joint venture;

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4. For an individual - the full name of the person;

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National  
Defence

**A-DH-265-000/AG-001**

# **CANADIAN ARMED FORCES DRESS INSTRUCTIONS**

(English)

(Supersedes A-AD-265-000/AG-001 dated 2001-06-01)

**Issued on Authority of the Chief of the Defence Staff**

**OPI: DHH**

**2016-09-19**



## FOREWORD

1. A-DH-265-000/AG-001, Canadian Armed Forces Dress Instructions, is issued on authority of the Chief of Defence Staff.
2. The short title for this publication shall be CAF Dress Instructions.
3. A-DH-265-000/AG-001 is effective upon receipt and supersedes all dress policy and rules previously issued as a manual, supplement, order, or instruction, except:
  - a. QR&O Chapter 17 – Dress and Appearance;
  - b. QR&O Chapter 18 – Honours;
  - c. CFAO 17-1, Safety and protective equipment- Motorcycles, Motor scooters, Mopeds, Bicycles and Snowmobiles; and
4. Suggestions for revision shall be forwarded through the chain of command to the Chief of the Defence Staff, Attention: Director History and Heritage. See Chapter 1.



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## CHAPTER 1

### COMMAND, CONTROL AND STAFF DUTIES

#### COMMAND

1. All Canadian Armed Forces (CAF) members shall wear the uniforms prescribed by the Chief of the Defence Staff (CDS), in accordance with QR&O 17.01.
2. This publication, issued under CDS authority, details CAF dress and personal appearance policy, authorized dress items and the method of wearing all uniforms and accoutrements.
3. CAF Dress Instructions shall be interpreted as follows: **if an item is not included in these instructions, it is not authorized.**
4. Changes in dress policy, dress instructions or uniforms, or in the designs of uniforms, uniform accessories, accoutrements or insignia, shall only be made with the approval of the CDS or, on his behalf, by the Chief Military Personnel, National Defence Headquarters (NDHQ/CMP).
5. The CDS and CMP are advised by:
  - a. the environmental Commanders of the Royal Canadian Navy, Canadian Army and Royal Canadian Air Force, who are the principal advisers on Navy, Army and Air Force distinctive environmental uniforms (DEU);
  - b. the National Defence Clothing and Dress Committee (NDCDC), which provides the focal point for coordinating the views of all environments and organizations, and approves routine changes within established policy (see paragraphs 11. to 14.); and
  - c. personnel branch advisers, who submit routine comments through the NDCDC.
6. In accordance with these instructions the Commanders of Commands are delegated authority to establish rules for the design and wear of their respective operational orders of dress. See Chapter 5, Annex D, paragraph 2.
7. Commanders at all levels shall ensure that personnel under their command, whether environmentally or extra-environmentally employed, are dressed in accordance with these instructions.

#### CONTROL

8. Control is exercised by local commanders who may standardize the dress of subordinates on any occasion, including the wear of accoutrements and alternative or optional items, subject to overall command direction. See also Chapter 2, Section 1, paragraph 44.
9. High standards of dress, deportment, and grooming are universally recognized as marks of a well-trained, disciplined and professional force. Commanders shall maintain the standards at all times to reinforce these characteristics for peace or war. Unauthorized modification of dress demonstrates inefficient and undisciplined training and a failure of those in command to focus on the purpose of a uniformed armed force. See also Chapter 2, Section 1, paragraphs 2. to 4; and Chapter 2, paragraph 5, and section 3 on religious and spiritual accommodation.
10. Officers cannot delegate their leadership responsibilities. They are assisted by warrant and non-commissioned officers, who control standards and compliance by all of their subordinates (see also A-DH-201-000/PT-000, CAF Manual of Drill and Ceremonial, Chapter 1, Section 1, paragraph 12 and Chapter 7, Section 1, paragraph 3).

#### NATIONAL DEFENCE CLOTHING AND DRESS COMMITTEE (NDCDC)

11. NDCDC provides:
  - a. the focal point for all Department of National Defence (DND) non-operational clothing and dress matters, including rules and regulations, administrative, procedural and traditional aspects, and the coordination of design and development;
  - b. an overview of operational clothing issues to ensure that there are no conflicts before such items are forwarded to the Programme Management Board;

- c. advice and recommendations to senior management on clothing and dress matters, including clothing allowance; and
- d. decisions within established departmental policy on clothing and dress matters which require resolution at departmental level.

12. NDCDC is composed of the following Chair, members and advisers:

|                    |   |
|--------------------|---|
| Chair              | Assistant CMP   |
| Members            | CPO1 of the Navy<br>Army Sergeant-Major<br>CWO of the Air Force<br>CMP CWO  |
| Permanent Advisers | Director History and Heritage<br>Director Soldier Systems Programme Management<br>Canadian Forces Chief Warrant Officer |

13. The Secretary is provided by DHH.

14. Submissions and recommendations on clothing and dress matters, including proposed changes to these Dress Instructions, shall be formally presented to the Committee through the normal chain of command. Proposals shall be staffed, through the appropriate Branch Adviser as necessary, to the commander of the appropriate environmental Command, then to NDHQ/DHH for secretarial, committee or higher approval. See also Chapter 2, Section 1, paragraph 25.

**DEFINITIONS**

15. Standard term meanings and definitions of terms are used throughout this publication. Where deemed necessary, further explanations of terms are included in the relevant text. Specific definitions and explanations follow.

16. Standard definitions follow (listed alphabetically).

**Accessories.** Small articles, such as cuff links, worn as adjuncts to various orders of dress. (accessoires)

**Accoutrements.** Items of the service member's outfit other than arms and garments, e.g., aiguillettes, Royal cyphers, ceremonial waist belts, shoulder sashes, pace sticks and canes. (attributs)

**Air Force.** Personnel allocated an air environmental identity and the ceremonial, mess and service dress which matches that identity. (Force aérienne)

**Army.** Personnel allocated a land environmental identity and the ceremonial, mess and service dress which matches that identity. (Armée [de terre])

**Categories of Dress.** Classes of uniforms designed to support a portion of the spectrum of activity from ceremonial duties to operations in the fleet, field, or air, i.e. ceremonial, mess, service, operational and occupational dress. (catégories de tenue)

**Ceremonial Dress.** A category of uniform worn on formal occasions with orders, decorations and medals and other ceremonial accoutrements and accessories as deemed appropriate for the occasion. (tenue de cérémonie)

**Climatic Clothing.** Clothing designed to provide protection from extreme climatic conditions and which is provided on either personal loan or temporary issue, e.g., parkas, wind pants, mukluks, etc. (vêtements adaptés au climat)

**Naval Combat Dress.** The black operational clothing worn by all personnel when aboard ship. (tenue de combat de la MARINE)

**Distinctive Environment Uniform (DEU).** Uniforms which identify the personal, permanent allocation of CAF members to one of the three functional environments. (uniformes distinctifs pour les trois éléments UDE)

**Environment.** The customary functional division of the CAF, i.e. the Navy, Army and Air Force. (armée)

**Environmental Colours.** For these purposes, the environmental winter service dress colours of navy black, army rifle green, and air force light blue (traditional service colours, used for other applications, are “navy blue” which is a tone of black, army scarlet, and air force light blue). (couleurs propres à chaque armée)

**Extreme Cold/Wet Weather Clothing System (ECOWW).** The Air Force blue operational environmental clothing worn by air element personnel. (tenue pour très grand froid et temps de pluie)

**Field Combat Clothing.** The Canadian Disruptive Pattern (CADPAT) operational combat clothing worn by personnel during land training, operations, or routine activities. (vêtements de combat)

**Flying Clothing.** The operational clothing worn by aircrew. (vêtements de vol)

**Full Dress.** The elaborate and embellished ceremonial uniforms which reflect the heritage of the organizations that they represent. These uniforms are rarely provided at public expense. (grande tenue)

**Maternity Dress.** Clothing items authorized for wear by pregnant women and those who have just given birth in lieu of service or other regular dress items. (tenue de maternité)

**Mess Dress.** A category of formal evening dress uniforms, worn at military and appropriate civilian social functions. (tenue de mess)

**Navy.** Personnel allocated a maritime environmental identity and the ceremonial, mess and service dress which matches that identity. (Marine)

**Occupational Dress.** Clothing worn by those working in unique occupations, such as nurses, cooks, fire fighters, chaplains, and individuals requiring safety clothing and equipment to carry out their tasks. (tenue de travail spécialisée)

**Operational Dress.** A category of functional uniforms for wear in operations or operational training. (tenue opérationnelle)

**Optional Items.** Those items of clothing which are authorized for wear at a commander’s or member’s discretion, but which are not provided at public expense. (articles facultatifs)

**Orders, Decorations and Medals.** The insignia of national honours, suspended by their ribbons, and worn in accordance with Chapter 4. (ordres, décorations et médailles)

**Orders of Dress.** Specific compositions of dress items which, by regulation, are worn together. (tenues réglementaires)

**Personal Loan Clothing.** Scaled public clothing and equipment which is retained for the duration of a member’s service or until the requirement ceases; examples include load-carrying webbing, flying clothing, combat clothing and divers’ wet suits. This clothing and equipment is issued and maintained at public expense. (vêtements fournis à titre de prêt personnel)

**Service Dress.** A category of uniform which meets all CAF public image standards for military service under any circumstances. (tenue de service)

**Temporary Loan Clothing.** Scaled public clothing and equipment issued from a Distribution Account (DA) to an individual, military or civilian, because of his/her temporary employment or location, and returned on termination of the special circumstances; examples include maternity dress, parkas, wind pants, coveralls and respirators. This clothing and equipment is issued and maintained at public expense. (vêtements prêtés à titre provisoire)

**Undress.** Items of clothing or equipment worn on, or in a manner which indicates, ordinary or less formal occasions. An historical term, now only used in specific instances, such as full dress worn with undress (service/forage/etc.) caps, navy optional high-collar white jacket, and army patrol dress. See also “undress ribbons”. (petite tenue)

**Undress Ribbons.** The ribbons only of orders, decorations and medals, worn in accordance with Chapter 4. (ruban de petite tenue)

## TECHNICAL DEFINITIONS

17. Selected dress items are described in these instructions in technical terms not commonly found in all dictionaries. CAF meanings and usage are explained below for greater clarity (listed alphabetically).

**Aiguillette.** A plaited cord ending with needles, points or aglets worn to distinguish several types of service personnel. (aiguillette)

**Braid.** Woven ribbon or cord used to trim or bind cloth. Its design and placement can be used for identification or as an insignia. (galon)

**Cap.** A headdress without a brim all the way around, e.g., beret, wedge cap. A peaked cap has a projecting brim on the front. (casquette)

**Cuff.** The end part of a sleeve, where the material of the sleeve is turned back or a separate band is sewn on; the colour dictated by the facing colour of the branch, corps or regiment. Mess dress cuffs are “pointed” with the exception of several Scottish regimental patterns. (see also: Surgeon Cuff) (manchette)

**Épaulette.** An ornate piece of cloth and embroidery worn on the shoulder – originating from a need to keep a shoulder sash or belt in position. (épaulette)

**Facings.** The cuffs, collar and trimmings of a tunic or jacket, usually in a contrasting colour. Originally, a garment lining, often meant to be turned back, as on an open collar. A military organization’s facing colour is one of its distinguishing marks. (parements)

**Field Service Cap.** A cloth folding or “wedge cap” (see below). Originally designed for wear during field operations and training, it may now also be worn as an undress cap with full and undress uniforms. (calot de campagne)

**Forage Cap.** An undress peaked cap (see “cap”) which may be worn with army full and undress uniforms. Originally designed for casual and fatigue wear in the field (“foraging”). (casquette plate)

**Frogging.** The ornamental braid or cord fastening on a tunic. A frog is an ornamental loop over a button or similar device. (brandebourg)

**Hat.** A headdress with a brim all around the central crown. (chapeau)

**Hijab.** Muslim women’s hair and neck covering. (hidjab)

**Lace.** Gold, yellow, silver or white braid with ornamental stitching used to trim uniforms. (galon ornamental)

**Overalls.** Close fitting formal trousers strapped under the instep to hold them in place; or, for occupational clothing, a loose-fitting garment worn over others to keep them clean. Formal overalls may be worn in lieu of regular trousers with certain ceremonial or mess dress uniforms by those whose appointment reflects an earlier cavalry or horse-mounted occupation. (pantalon fuseau/salopette)

**Peaked Cap.** (See “cap”). (casquette à visière)

**Piping.** A narrow band of material used to trim edges and seams of clothing. (passepoil)

**Service Cap.** A peaked cap (see “cap”) designed and coloured for wear with service dress uniforms. (casquette de service)

**Shoulder Board.** A removable epaulet having a firm resilient waterproof foundation. (see shoulder strap). (épaulette rigide)

**Shoulder Cord.** Gold or silver cord, straight or twisted worn as a kind of shoulder strap. (cordon d’épaule)

**Shoulder Strap.** A short soft piece (band strip) of uniform material set into the shoulder seam of the tunic, jacket or shirt, fastened usually at the collar end with a button. May be plain or embroidered to distinguish the rank grouping of the wearer. (patte d’épaule)

**Slip-on.** A small cloth sleeve bearing rank and other identifying insignia, slipped onto a garment’s shoulder or coat strap. (fourreau [de grade])

**Surgeon cuff.** A slit cuff fastened with serviceable buttons. The “universal” norm for Army mess dress is two buttons. (manchette de chirurgien)

**Tunic.** A short, close-fitting formal coat; or, for maternity wear, a woman’s loose over-blouse or jumper. (tunique)

**Turban.** Headdress consisting of a long length of material wound round a cap or the head. (turban)

**Wedge Cap.** A modern field service cap (see above) designed for wear with service dress. (calot)

**Wellington.** An unlaced, high-cut boot. Strictly, a very high boot coming nearly to or above the knee, the term is now conventionally applied to a shorter, formal boot reaching above the ankle. (botte wellington)

**Yarmulke.** Skullcap worn in public by members of the orthodox Jewish faith. (kippa)

## **WORDS AND PHRASES – HOW CONSTRUED**

18. “Shall”, “may”, and “should”

- a. “shall” shall be construed as being imperative;
- b. “may” shall be construed as being permissive; and
- c. “should” shall be construed as being informative only.

19. “Practicable” and “practical”

- a. “practicable” shall be construed as “physically possible”; and
- b. “practical” shall be construed as “reasonable in the circumstances”.

20. “On duty”. As a general rule, for purposes of dress and appearance, a member is considered to be on duty:

- a. when actively engaged in operations, training or administrative duties, either in accordance with specific orders or in accordance with established military routine or practice;
- b. when attending a course or administrative function, either in accordance with specific orders or established routine or practice;
- c. when participating in or attending any sport, recreational, social or other activity where military authorities require her/him to be there; or
- d. when he/she is at a specific place, or doing a specific act, because of a military order.

A-DH-265-000/AG-001

**CHAPTER 2**  
**POLICY AND APPEARANCE**

**SECTION 1**  
**DRESS POLICY**

**AUTHORIZED UNIFORMS**

1. The uniforms, accoutrements, accessories, insignia, optional items and orders of dress set out in these instructions are those authorized for wear by all ranks of the CAF, pursuant to QR&O 17.01. See Chapter 1, paragraph 1.
2. A military force's uniform is an outward symbol of its commitment, identity and ethos. Coupled with overall appearance, the uniform is the most powerful visual expression of pride by the individual service member, and is the primary means by which the public image of the CAF is fashioned.
3. CAF uniforms identify all personnel as members of a cohesive, armed body in the service of Canada.
4. When a uniform is required to be worn, all CAF members shall wear the applicable uniform described in this manual in accordance with the instructions contained herein.
5. Approval of new or modified dress items or orders shall recognize the need to provide protection and comfort over a wide range of climatic conditions, and support the complete spectrum of activity from ceremonial duties to strenuous labour. Items and orders shall be designed for wear by the total CAF population, though inherent and customary differences between men and women shall be given appropriate consideration in detailed design and tailoring.

**GROUP AND INDIVIDUAL IDENTITY**

6. Dress policy recognizes both the military requirement and the individual need to identify. A spectrum of identity exists which includes: country, environment, branch, corps, regiment, unit, and military occupation. The emphasis placed on each differs in accordance with custom. Symbols of primary identity are a military requirement and, therefore, should be provided at no cost to the individual.
7. The CAF identity system reinforces the chain of command, and strengthens organizational morale, cohesion and operational effectiveness.
8. Overlaying the organizational system is one for personal identity, i.e. identifiers which indicate personal qualification, experience, and "family" memberships. These include environment, branch or corps, occupation, and flying and specialist skill badges; rank insignia; decorations and medal.
9. CAF members are allocated environmental identity and uniformed according to the functional branch to which they belong, with each branch manned by individuals from one or more environments. In addition, Reserve members of a branch identified with more than one environment are allocated an identity on initial enrolment which:
  - a. for the Primary Reserve, matches that of their unit, i.e. Navy in the Naval Reserve; Army in the Army Reserve; Air Force in the Air Reserve, unless the initial unit's assignment is in the functional Navy or Air Force; and
  - b. for direct entry Supplementary Reservists, matches that of their initial assignment or is in accordance with instructions by the Branch Adviser.

## NOTE

10. Once assigned, environmental identity is normally retained for a career. Thus, while the majority of members in environmental commands and units are uniformed alike, some differ, reflecting the unified nature of the CAF.

11. Four uniforms or uniform categories are worn in common by all CAF members, whatever their personal environmental identity:

- a. full dress (No. 1B order), worn only by RMCC officer cadets and members of certain Army and Air Force organizations (see Chapter 6);
- b. tropical tan service dress (No. 3D order, see Chapter 5, Annex C);
- c. operational dress (see Chapter 5, Annex D); and
- d. occupational dress items (see Chapter 7).

12. For cultural reasons, special dress practices apply to the following specific groups:

- a. **Bands.** Each musical band is allocated both an environmental and branch/regimental identity, and the appropriate DEU is worn by all. See Chapter 5, Section 2.
- b. **Cadet Instructor Cadre (CIC).** CIC officers are allocated an environmental identity which matches that of their cadet corps/squadrons.
- c. **Canadian Rangers.** Canadian Rangers, who are members of the Reserve, have no environmental identity or uniforms beyond basic identification as part of our military force.
- d. **Women.** Women may wear:
  - (1) skirts, blouses, and other gender-specific items as described elsewhere in this manual, unless otherwise ordered; and
  - (2) if required by the tenets of their religion (see Section 3, paragraph 1.):
    - (a) long trousers, long skirts and long-sleeved shirts when skirts, shorts, or short-sleeved items are otherwise prescribed; and
    - (b) an environmentally-coloured hijab, covering the hair, and tucked into the shirt collar.
- e. **Aboriginal and Visible Minorities.** Additional guidance for all members concerning religious and spiritual accommodation are included in sections 2 and 3.

## CATEGORIES AND ORDERS OF DRESS

13. Categories and orders of dress and their occasions of wear are listed in Annex A to this chapter.

14. Detailed instruction on the design and composition of orders of dress is in:

- a. Chapter 5 for ceremonial, service and operational orders of dress issued to and worn by all CAF members; and
- b. Chapter 6 for full dress and undress uniforms;
- c. Chapter 7 for occupational dress items.

15. Only service dress is designed for unrestricted wear on all occasions. With jacket and tie (No. 3 duty order), it equates to a civilian business suit. With medals and accoutrements (Nos. 1 and 1A orders), it is formal attire suitable for all ceremonial occasions.

### SEASONAL AND CLIMATIC DRESS

16. Non-operational dress items are designed for and are worn during the year-round temperate climatic conditions experienced in static locations throughout Canada. Specifically:

- a. environmentally-coloured service dress and its ceremonial derivatives may be worn in all seasons;
- b. Navy ceremonial and service dress includes alternative white clothing items worn during the summer or in tropical climates. Details are in Chapters 5 and 6;
- c. Army and Air Force service dress is not differentiated by season;
- d. Army white undress jackets (optional and alternative Nos. 1C and 1D orders) are only worn during the summer or in tropical climates. Details are in Chapter 6; and
- e. white mess dress jackets (No. 2A summer mess dress) are only worn during the summer or in tropical climates. Waistcoats are not worn during the summer unless otherwise ordered.

17. **Winter dress.** parkas, Yukon caps, winter fur cap, toques and scarves may be worn only when winter dress is in effect. Operational Gore-Tex parkas may be worn with No. 3 orders of dress as follows:

- a. Navy personnel - Navy Gore-Tex parka, NSN 8415-21-920-2414, and Naval Wind Raingear (jacket only);
- b. Air Force personnel - intermediate jacket, NSN 8415-21-910-8219 and cold weather parka, NSN 8415-21-910-8195.

This is the sole instance where operational clothing may be worn with the No. 3 orders of dress. The optional Service Dress Parka and topcoat (gabardine) are authorized for winter outer wear when in service dress. The topcoat will remain the outer wear for parades and other ceremonial activities.

18. Changes into summer and winter dress shall be ordered by commanders of commands and NDHQ group principals for all subordinates within Canada and its territorial waters. Overseas commanders may conform to local circumstances.

19. When authorized, special tropical clothing shall be issued to all personnel upon posting or deployment to a tropical or hot climate location. Special tropical orders of dress include:

- a. No. 3D tropical tan service dress; and
- b. No. 5D tropical shipboard, operational dress.

### SERVICE DRESS

20. **Provision.** All ranks shall be provided with Service Dress to the authorized entitlement. See also paragraphs 32. to 34.

- a. Issue may be phased for due economy to match initial training and employment requirements.
- b. Army Reserve non-commissioned members (NCMs) shall not be issued Service Dress until one of the following conditions has been met:
  - (1) The member is MOSID qualified.
  - (2) The member has completed one calendar year of service.

- (3) The member has transferred from another CAF component and MOSID, and has previously met one of the conditions stated above.

21. **Responsibility.** Personnel shall have their issued items of Service Dress available and maintained for use at all times. Members are personally responsible for the care and custody of all items of uniform clothing, accessories, and accoutrements issued to them.

22. **Major Components.** Major components of uniform, such as trousers and jackets, shall not be interchanged or mixed and shall only be worn with the uniform and order for which they are intended. Some accoutrements and clothing items, i.e. shoes, socks, waist belts, raincoats, topcoats (gabardines), gloves and short-sleeved shirts may, however, be worn with various categories and orders of dress as described in these instructions.

23. **Maintenance.** Maintenance and/or replacement of Service Dress for the Regular/Reserve Force shall be in accordance with the policies for Clothing On Line. There is a Tier system that designates points allocations to CAF members in accordance with their employment UIC. After enrolment, members will get access to their points once their online profile has been created at clothing stores. If the member has not yet completed one year of service, points will be prorated according to the number of months of service completed. Also, within one year of the member's initial order of Service Dress, the member can exchange items of Service Dress at clothing stores, without using points, as long as the exchange is required due to body measurement changes, or fair wear and tear.

#### **OPTIONAL ITEMS**

24. Certain clothing items, insignia and accoutrements, or variations thereof, may be authorized for optional wear, so long as they are obtained:

- a. without obligation on the part of individual members; and
- b. at no expense to the public, unless supplied exclusively through the CAF Consolidate Clothing Contract (Clothing on Line).

25. To obtain approval of optional items:

- a. proposed designs shall be selected by command councils or branch/regimental committees/senates as appropriate (trials should be requested for major items of clothing to ensure acceptable fit, design and quality); and
- b. selected designs shall be submitted as a recommendation through the chain of command to Command Dress Committees, who shall, once agreement on design is reached, obtain or grant final approval depending on the item involved.

26. Members can only be ordered to wear those optional items which are issued or loaned from a non-public distribution account under the control of a commanding officer. Accordingly, optional items which may be required for parades or other purposes, such as ceremonial accoutrements or full dress uniforms, should be brought onto charge according to regulations.

#### **SEALED PATTERNS AND SPECIFICATIONS**

27. To ensure uniformity and quality of dress, all CAF clothing items, whether issued through the CAF Supply System or purchased from civilian tailors, shall be made according to the approved master sealed patterns which govern the official specifications for each uniform. The necessary specifications may be obtained from National Defence Headquarters, Director Soldier Systems Programme Management (DSSPM), through the CAF Supply System.

28. CAF personnel shall not wear any item of dress which does not conform to the approved sealed patterns for the item concerned. A commanding officer is forbidden to introduce or sanction for experimental or other purposes any unauthorized deviation from the sealed pattern of clothing, equipment and badges, and shall be responsible for the cost of replacing or restoring to the approved pattern any articles worn in the unit that may be found not in conformity therewith.

29. The approved pattern of optional items may be either:

- a. sealed for design and technical specifications, if the item is to be procured and stocked by the supply system – this is only done if the demand for the item is wide-spread and continuous; or
- b. sealed for design only if the item is to be procured and stocked under command or branch/regimental arrangements, such as through CANEX, kit shop, or by individual purchase directly from a manufacturer or tailor. In this case, approval includes delegated authority to the command or branch/regiment concerned for technical specifications beyond the design itself.

#### **ALTERATIONS AND MODIFICATIONS**

30. CAF items of clothing shall not be altered or modified, except to obtain a reasonable fit, for religious accommodation, or to convert service dress jackets to doublets as authorized in Chapter 5.

#### **NEW AND SUPERSEDED ITEMS**

31. Whenever an item of dress in a new pattern is authorized and introduced, an amendment to these instructions shall be issued by NDHQ/DHH, advising the conditions under which the superseded or obsolescent items may continue to be worn and the procedure for taking the new item into use.

#### **SUPPLY AND ISSUE**

32. Supply and issue of the various orders of CAF uniforms shall be in accordance with CFS-2 Material Authorization – Scales of Issue, Volume 2, and A-LM-007-014/AG-001, Canadian Forces Supply Manual.

33. CFS-2 also outlines the scales of issue of operational, environmental, specialist and occupational clothing provided and maintained at public expense. CAF personnel requiring this type of clothing shall determine their entitlement by reference to CFS-2, or by contacting their unit or base supply section.

34. Supplemental non-operational clothing scales shall not be approved for any personnel, except tropical tan service dress (No. 3D order). Individual clothing items for tropical service dress and for all operational clothing are issued in the quantities needed for the mission or activity concerned. Relevant training scales and operation or administration orders contain details.

#### **WEAR OF UNIFORM**

35. **Regular Force, and Class C Reserve Force.** Unless otherwise directed, all ranks:

- a. on duty shall wear the prescribed uniform; and
- b. when not on duty may wear civilian clothes.

36. **Secondment.** Personnel seconded or loaned to other government departments or civilian agencies or establishments:

- a. shall not wear a uniform when performing civilian duties for such departments or agencies;
- b. shall wear a uniform when performing military duties in special employment; and
- c. the restriction in sub-paragraph a. shall not apply to CAF members seconded or loaned for duty:
  - (1) as or with a CAF or Assistant CAF Attaché/Adviser; and

(2) when serving with the military forces of other countries.

37. **Reserve Force (Class C excluded).** Members of the Reserve Force shall not wear a uniform except when:

- a. on duty, or proceeding to or from their place of duty;
- b. attending a military function or ceremony at which the wearing of uniform is appropriate.

38. **Proceeding to or from Place of Duty.** Commanding Officers may order members of the Regular and Reserve Force to wear uniforms when proceeding to and from their place of duty where it is considered appropriate to do so in the circumstances, having regard to the custom and practice of the CAF.

39. **Members Attending Educational Institutions**

- a. Officer Cadets of the Canadian military colleges shall wear the uniform ordered by the college commandant during the academic year, and the CAF uniform during practical phases of training.
- b. CAF members attending civilian educational institutions shall wear CAF service dress, as ordered by their commanding officer.

40. **On Leave Outside Canada.** Application to wear uniform on leave outside Canada shall be made to the authority having power to approve leave, in accordance with QR&O 17.04.

41. **Civilians.** Civilians employed by DND, such as defence scientists and translators, or those accredited to DND for special duties, such as news media representative, may be authorized to wear certain items of military uniforms during the period of specific assignment. They will be identified by wearing on the uniform an appropriately marked brassard or armband. See Figure 2-1-1. When CAF operational clothing is provided to civilians who accompany CAF units in operational or field conditions, issuing units must ensure that any badges, to which the civilian member is not entitled, are removed from the operational clothing. Such action will minimize the possibility that the individual will be mistaken for a member of the CAF.

42. **Former Members.** A former CAF member released from the Regular or Reserve Force, other than by reasons of misconduct, may seek permission to wear a uniform on specific occasions as specified in QR&O 17.06. If permission is granted, they shall wear the uniforms and insignia which applied when they last served.

## **UNIFORMITY IN DRESS**

43. When personnel wearing different environmental uniforms parade, attend functions or otherwise work together, they shall wear the same order of dress in accordance with the Table of Categories and Orders of Dress in Annex A to this chapter. An equivalent order of dress shall only be worn with the approval of the parade or event commander. (see also Chapter 1, Paragraph 8).

## **WEAR OF CIVILIAN CLOTHES**

44. Civilian clothes may be worn by members on duty as prescribed by commanding officers. Personnel wearing civilian clothes on duty or in public shall present a neat, clean and well-groomed appearance in accordance with the provisions of Section 2 of this chapter.

45. Visible civilian items of apparel shall not be worn by members with any uniform, with the exception of required safety gear such as bicycle or motorcycle helmet and where specifically authorized in these instructions. Conversely, visible items of uniform shall not be worn with civilian attire, except for accessories (e.g. gloves, scarf and footwear) which do not include any CAF insignia and by themselves do not explicitly identify the wearer as a member of the CAF.

**WEAR OF CIVILIAN ROBES**

46. Ecclesiastical, judicial, and academic clothing may be worn over an appropriate order of dress, or in lieu of uniform:
- a. by chaplains in the exercise of their religious duties and functions;
  - b. by judge advocates or presidents of courts martial (dress of participating members of a court martial shall be as prescribed in A-LG-007-000/AG-001, Court Martial Procedures. Guide for Participants and Members of the Public; or
  - c. by personnel entitled to wear an academic cap, gown and hood, when participating in or attending a university function.

**UNLAWFUL AND LAWFUL USE OF MILITARY UNIFORMS**

47. From Article 419 of the Criminal Code of Canada, everyone who, without lawful authority, the proof of which lies upon him:
- a. wears a uniform of the Canadian Armed Forces, or of any other Navy, Army, or Air Force, or a uniform that is so similar to the uniform of any of those forces that it is likely to be mistaken therefore;
  - b. wears a distinctive mark relating to wounds received, or service performed in war; wears a military medal, ribbon, badge, chevron, or any decoration or order that is awarded for war services, or any imitation thereof; or wears any mark or device or thing that is likely to be mistaken for any such mark, medal, ribbon, badge, chevron, decoration or order;
  - c. is guilty of an offence punishable on summary conviction.
48. An officer commanding a command may grant limited, revocable authority for a former member, released for a reason other than misconduct, to wear his/her uniform when attending a military entertainment or ceremony at which the wearing of the uniform is appropriate. (QR&O 17.06).
49. An officer commanding a command may authorize an officer or non-commissioned member to wear a uniform in a theatrical production, stage play or other public performance, where the officer is satisfied that no discredit to the service will ensue. (QR&O 17.065).
- a. by custom, veterans and other ex-service members may wear undress caps (e.g., berets, wedge caps), with badges, on remembrance and memorial occasions, subject to agreement of the branch/regiment concerned;
  - b. civilian band volunteers may be authorized to wear uniform as noted in Chapter 5, Section 2;
  - c. members of Sea, Army and Air cadet organizations may wear CAF uniform items and affiliated unit insignia; and
  - d. historical re-enactment groups may be authorized to wear obsolete uniforms subject to the agreement and general supervision of the branch/regiment or environment concerned.

**ROYAL AND HONORARY APPOINTMENTS AND RANKS**

50. Uniforms are optional items for members of the Royal Family holding Colonel-in-Chief or other Royal appointments. In general, units offering to provide full, undress, mess dress and service dress uniforms (which the Royal appointee may accept or decline) will be expected to specially tailor them. Operational clothing may be issued if required. Further information can be obtained from NDHQ/DHH through the chain of command.

51. When acting in that capacity, other officers holding an appointment or honorary rank in accordance with QR&O 3.06, are authorized to wear:

- a. the current uniform, rank insignia, accoutrements and accessories applicable to the appointment or honorary rank held in accordance with entitlement in CFS1 D01-120; and
- b. obsolescent aircrew badges, in accordance with the provisions detailed in Chapter 3, Section 3, paragraph 11. of these instructions.

52. Command, force and formation badges are not worn by persons holding Royal or honorary appointments, see Chapter 3, Section 5, paragraph 3.

53. On other occasions, when not acting in the capacity of such appointments and when the wearing of uniform is appropriate, the provisions of QR&O 17.06(3) shall apply.

#### **WEAR OF FORMER PATTERNS OF UNIFORMS**

54. Former uniforms of the Royal Canadian Navy, Canadian Army and Royal Canadian Air Force shall not be worn by CAF members, except personnel participating in special events as authorized by the commander of a command or NDHQ equivalent.

55. Previous service manuals and any amendments or additional dress instructions subsequently issued regarding Royal Canadian Navy, Canadian Army and Royal Canadian Air Force patterns of uniforms shall be used as a guide on these special occasions. Information on these former orders and instructions can be obtained from NDHQ/DHH if required

#### **WEAR OF MESS DRESS**

##### **56. Acquisition**

- a. All Regular Force officers are required to be in possession of mess dress No. 2, which shall be procured at individual expense. Newly-commissioned officers are required to obtain this order of dress not later than six months after commissioning.
- b. Mess dress No. 2 is optional for Regular Force non-commissioned members and all members of the Reserve Force. Acquisition is the responsibility of the individual.
- c. Army colonels, on promotion to that rank, may elect to continue to wear their previous branch/regiment mess dress, with current rank insignia, instead of the pattern authorized for army colonels (less honorary and Royal appointees) and described in Chapter 5, Appendix 1 to Annex B, paragraph 9.

#### **IDENTIFICATION ARMLETS FOR SPECIALLY PROTECTED PERSONNEL**

57. Medical, Dental, and Chaplain Services: Medical and religious personnel in possession of a Geneva Convention Identification card (Form CF 281) are required to wear on their left arm a water-resistant armband bearing the distinctive emblem (Red Cross or Red Crescent on a white background), issued and stamped by the military authority to which they are attached.

58. **Persons who accompany the CAF.** An armband designating a civilian non-combatant shall be worn on the left arm of all persons accompanying the CAF. Examples of such persons are accredited war correspondents, scientific advisors, and/or supply contractors. See Figure 2-1-1

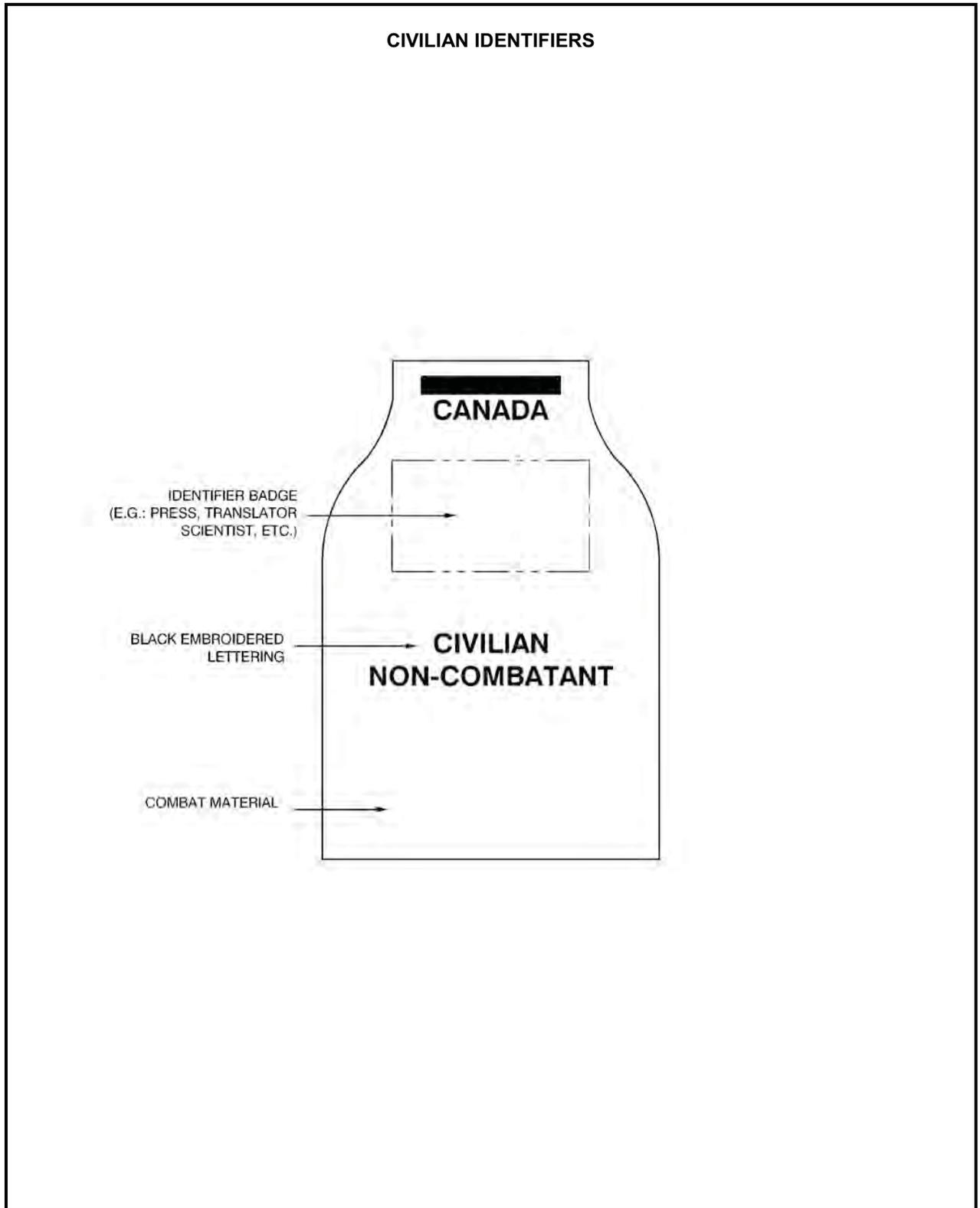


Figure 2-1-1 Civilian Armlet

A-DH-265-000/AG-001

## SECTION 2

### APPEARANCE

#### DEPARTMENT

1. **Responsibilities.** Pursuant to QR&O 17.02, the department and appearance of all ranks, in uniform or when wearing civilian attire, shall on all occasions reflect credit on the CAF and the individual. It is the responsibility and duty of all officers, warrant officers and non-commissioned officers to ensure that, by their vigilance, actions and example, the policies, regulations and instructions contained herein are adhered to by all ranks.

2. **Behaviour.** Personnel in uniform shall comport themselves in a manner which projects a positive military appearance. Behaviour such as chewing gum, slouching, placing hands in pockets, smoking or eating on the street and walking hand in hand, is forbidden. This instruction's objective is to project an image of a disciplined and self-controlled force.

3. **Military Presence.** Personnel in uniform shall be well groomed, with footwear cleaned and shone, and uniform cleaned and properly pressed. In particular, buttons, fasteners and zippers shall be kept closed; pockets shall not be bulged; items such as glasses, glass cases, sun-glasses, pens, pencils, key rings or paper shall not be visibly extended nor protrude from pockets or be suspended from waist belts or pockets; personal cell phones that are conservative in appearance may be worn; headphones shall not be worn; ear buds may be worn when travelling on public transit only. CAF personnel wearing civilian clothes on military installations and in military groups or settings shall dress and comport themselves at all times as befits members of a disciplined, cohesive force.

#### HAIR

4. Hair on the head shall be neatly groomed and conservatively styled. The length, bulk or style of hair shall not detract from a positive military appearance or preclude the proper wear of military headdress. (Bulk is the distance that the mass of hair extends from the skin, when groomed, as opposed to the length of hair.) In particular, style and colour shall not present a bizarre, exaggerated, or unusual appearance. Unusual colours, such as green, bright red, orange, purple, etc., are not permitted. Hair must be secured or styled back to reveal the face, and any accessories used to secure or control hair styles shall be as unobtrusive as possible. Hair ornaments shall not be worn, except women's conservative barrettes which blend with the hair colour. Shaving of all of the hair on the head is permitted. The personal manner of wearing hair within these general style limits, including moustaches, beards and braids, shall be modified to the degree necessary to accommodate operational or occupational equipment, such as gas, oxygen and scuba masks, hard, combat and flying helmets, etc., where a member's safety or mission is put in jeopardy.

5. The following additional details apply to specific groups to accord with religious and spiritual practices and public perceptions of a disciplined force:

- a. **Men** (see Figure 2-2-1). Hair shall be taper-trimmed at the back, sides, and above the ears to blend with the hair-style; be no more than 15 cm in length and sufficiently short that, when the hair is groomed and headdress is removed, no hair shall touch the ears or fall below the top of the eyebrows; be no more than 4 cm in bulk at the top of the head, gradually decreasing to blend with the taper-trimmed sides and back; and be kept free from the neck to a distance of 2.5 cm above the shirt collar. Taper trimmed square back styles and shaving of all the hair on the head are permitted.

- (1) **Sideburns.** Sideburns shall not extend below a line horizontally bisecting the ear, and shall be squared off horizontally at the bottom edge and taper-trimmed to conform to the overall hair style.

- (2) **Moustaches** (see Figure 2-2-2). When moustaches are worn alone, the unshaven portion of the face shall not extend outwards beyond the corners of the mouth. Moustaches shall be kept neatly trimmed; not be greater than 2 cm in bulk; not extend below the corners of the mouth, not protrude beyond the width of the face when fully extended horizontally and worn in a waxed, handlebar style.
- (3) **Beards** (see Figure 2-2-2)
  - (a) Subject to procedures established by commanders of commands, permission to wear a beard shall only be granted to all ranks who wear the naval uniform, wherever serving; all ranks on strength of an infantry pioneer platoon; adherents of the Sikh religion (see Section 3); and personnel, on the direction of a medical officer, subject to medical reassessment at intervals not exceeding six months. Other personnel shall shave off their beards.
  - (b) Where beards are authorized, they shall be worn with a moustache; kept neatly trimmed, especially on the lower neck and cheekbones; and not exceed 2.5 cm in bulk.
  - (c) When a beard is grown or removed, identification documents shall be replaced in accordance with security regulations
- b. **Women** (see Figure 2-2-3). Hair shall not extend below the lower edge of the shirt collar. Exaggerated styles, including those with excessive fullness or extreme height, are not authorized. Braids, if worn, shall be styled conservatively and tied tightly: secured at the end by a knot or a small unadorned fastener. A second small unadorned fastener may be used to secure the top of the braid. A single braid shall be worn in the centre of the back. Double braids shall be worn behind the shoulders. Hair shall be a maximum length when gathered behind the head and braided which does not extend below the top of the armpit. Multiple braids (cornrows) shall be directed toward the back of the head, pulled tight to the head and secured at the end by a knot or a small-unadorned fastener. A second small unadorned fastener may be used to secure the top of the braid. Multiple braids extending below the lower edge of the collar are to be gathered in a bun. With the permission of a Commanding Officer, a reasonable period may be authorized in order to transition from short to long hairstyles, during which time hair may extend below the lower edge of the shirt collar; all the while maintaining a positive military appearance, and subject to the member's safety.

#### NOTE

Appearance on ceremonial parade in accordance with Figure 2-2-3; straight hairstyles will be gathered in a bun. This is also applicable for the cornrows.

- c. **Aboriginal Members.** Aboriginal CAF members whose spirituality embraces the wearing of hair braids and who have been granted permission in writing at the unit level shall be authorized to adopt traditional Aboriginal hairstyles. Although the member is not required to self-identify through the CAF Self-ID Census, the member must declare their Aboriginal spiritual requirement as either status or non-status First Nations, Inuit, or Métis in writing to their Commanding Officer and this declaration will be kept as Protected B on the member's personnel file. As long as there is no safety or operational concerns, a Commanding Officer will grant permission to the member and have it recorded on the member's original requesting memorandum. Upon posting to a new unit, the Aboriginal CAF member must re-see permission from his new chain of command, as operational or safety concerns may have changed. For the transition from short to long hairstyle, hair shall not extend below the lower edge of the shirt collar and shall be styled neatly. Long hair that does extend below the lower edge of the shirt collar, and is not long enough to be braided, shall be gathered behind the head with a small unadorned fastener of a colour that blends in with the hair. As soon as the hair is long enough, braids shall be styled conservatively and tied tightly; secured at the end by a knot or a small, unadorned fastener. A second small unadorned fastener may be used to secure the top of the braid. A single braid shall be worn in the centre of the back and double braids shall be worn behind the shoulder, which does not extend below the top of the armpit.

Specific descriptions of hairstyles may change based on spiritual requirements of various Aboriginal groups. If Aboriginal CAF members request permission to grow their hair outside of the previously described policy, they must request specific accommodation through the CAF's Interim Policy on Religious Accommodation and CANFORGEN 162/12. Advice on this policy and declarations of appropriate spiritual practices may be obtained from the Directorate of Human Rights and Diversity (DHRD) or local/regional Defence Aboriginal Advisory Group (DAAG) Co-Chairs. Ultimately, the CAF encourages its Aboriginal people to embrace their culture and spiritual beliefs while proudly serving in the military.

- d. **Adherents of the Sikh Religion.** See Section 3 for qualifying details.

## JEWELLERY

6. The only jewellery that may be worn in uniform shall be a wrist watch, a service-issued ID tag, a Medical Alert chain identifier, a maximum of two rings which are not of a costume jewellery nature and a tie tack/clasp. Additional rings may only be worn where they indicate professional standing, such as an engineer, or are worn with a wedding band as a single set indicating betrothal or fidelity, e.g., an engagement or an anniversary ring. Safety regulations should always prevail, especially in workshops, warehouses or during operations.

- a. In addition, female members in uniform may wear a single pair of plain gold, silver stud, white diamond, or white pearl earrings in pierced ears. The single stud earring, worn in the centre of each earlobe, shall be spherical in shape and shall not exceed 0.6 cm in diameter. (For wear of white pearl earrings; see Chapter 5, Annex E.) No other type of earring shall be worn, except for a gold or silver stud healing device of similar shape and size, which may be worn while ears are healing after piercing. Only a single earring or healing device, worn in the centre of each earlobe, may be worn at a time (see Figure 2-2-3).
- b. Special instructions for cuff links and shirt studs worn with mess dress are given in Chapter 5, Annex E.

7. Male personnel shall not wear earrings or ear-sleepers on the ears while in uniform or on duty in civilian clothes. When wearing civilian clothes off duty, jewellery and accessories will preserve a conservative, disciplined, professional appearance. See also paragraphs 1. and 3.

## BODY ADORNMENT

8. **Make-up.** Women may wear make-up for cultural reasons. When wearing uniform, or when wearing civilian clothes on duty, make-up shall be applied conservatively. This precludes the use of false eyelashes, heavy eyeliner, brightly coloured eye shadow, coloured nail polish, bright or vivid lipstick and excessive facial make-up.

9. **Body Tattoos and Body-Piercing.** As of September 26th, 2012, members are not to acquire any tattoos that are visible on the head, face or ears. Additionally, members shall not acquire tattoos that are visible either in military uniform or in civilian clothing that could be deemed to be offensive (e.g., pornographic, blasphemous, racist or containing vulgar language or design) or otherwise reflect discredit on the CAF. Visible and non-visible body piercing adornments, with the exception of women's earrings and ear sleepers described in sub-paragraph 6.a., shall not be worn by members either in uniform or on duty in civilian clothing. The meaning of the term "on duty", for purposes of dress and appearance, is interpreted in Chapter 1, paragraph 20.

## UNDERGARMENTS

10. Undergarments including a brassiere for female personnel shall be worn under all orders of dress and shall be of an appropriate colour so as not to be visible through uniform items of clothing.

## EYEGASSES/SUN-GLASSES

11. Eyeglasses and sun-glasses shall be conservative in design and colour.

12. Subject to any restrictions which may be imposed by commanding officers on occasions of wear, the following sun-glasses are authorized for wear with CAF orders of dress:

- a. **Designated Duty Personnel.** Personnel serving in aircrew, field and other designated positions may obtain from the CAF Supply System and wear:
  - (1) Sun-glasses (aircrew) 8465-21-870-6020,
  - (2) Ballistic Eyewear 8465-20-001-1700, and
  - (3) Sun-glasses (special) 8465-21-874-0579.
- b. **All Personnel.** Personnel who normally wear eyeglasses, may wear either conventionally framed prescription sun-glasses or conservatively styled clip-on sun-glasses, when conditions and circumstances dictate. Others may wear conservatively styled sun-glasses which conform in general appearance to those previously noted.

13. The following types of lenses are not authorized for wear with CAF orders of dress:

- a. **Photochromic.** These lenses act as a light filter and possess the property of darkening when exposed directly to ultraviolet light and lightening when the ultraviolet is withdrawn.
- b. **Mirrored.** These lenses, also referred to as half-silver mirrors, have a highly reflective metallic substance deposited upon the surface of the lenses, thereby creating a mirrored effect.

#### WEAR OF CLOTHING ITEMS

14. **General.** The following paragraphs give instructions for common items, both permanent kit and optional purchase items, (see Chapter 5, Annex E) worn with a variety of uniforms. Additional details are given in succeeding chapters which describe insignia and accoutrements, medals and honours, and individual dress orders.

15. **Headdress** (see Figure 2-2-4)

- a. **Cap, Service.** The cap shall be worn by male members square on the head with the peak in line with the eyebrows. The black woven cap band shall be fitted with the seam in line with the front seam of the cap.
- b. **Hat, Service.** The hat shall be worn by female members square on the head with the brim parallel to the ground. The crown of obsolescent bowler-style hats shall not be indented.
- c. **Beret.** The beret shall be worn evenly on the head, with the sweatband 2.5 cm above the eyebrows, the badge centred over the left eye, and the crown pulled downward to the right. The break of the sweatband shall be worn centred at the back of the head, with no draw string visible.
- d. **Wedge Cap.** The wedge cap shall be worn on the right side of the head, centred front and back, with the front edge of the cap 2.5 cm above the right eyebrow.
- e. **Toque.** An environmental toque may be worn as an alternative winter headdress with ceremonial dress (No. 1 orders), service dress (No. 3 orders and No 5 Operational dress), with topcoats (gabardines) and parkas during winter dress periods. Toques shall be worn flush against the top of the head and turned up once to show either a 7.5 cm or a 10 cm fold according to the design of the toque, with the lower edge of the fold 2.5 cm above the eyebrows. According to the severity of the weather, the toque may be:
  - (1) worn up, square on the head and slightly angled towards the back; or
  - (2) pulled down at the sides and back to cover the ears.

- f. **Yukon Cap.** This item may be worn with numbers 1, 2, and 3 orders of dress with topcoats (gabardines) and parkas during winter dress periods. The cap is worn square on the head with the lower edge 2.5 cm above the eyebrows. The front fur flap is always fastened up to the body of the cap. According to the severity of the weather, the ear flaps may be worn up, secured with Velcro over the top of the cap, or pulled down to protect the ears and back of neck, with Velcro fastened under the chin. Hat badges are not to be worn.
- g. **Winter Fur Cap** Worn by RMCC Officer Cadets only as follows:
- (1) **Ear Flaps Up.** Worn as for the wedge cap. The crown shall be creased front to back to produce an overall uniform height for the cap of 16 cm.
  - (2) **Ear Flaps Down.** The cap shall be worn square on the head, slightly towards the back, but not beyond the natural forehead hairline. Hair shall not be visible between the eyebrows and the edge of the hat.
- h. **Turban, Service.** The turban and cap badge shall be worn as detailed in Section 3.
- i. **Hijab.** This optional women's hair and neck covering is to be used by CAF female Muslim members . See method of wear Section 3, paragraph 22.
16. **Jackets, Service Dress, and Tunics, High Collared.** Sleeves shall be roll-pressed with no creases. Jackets and Tunics shall be worn fully buttoned-up.
17. **Necktie.** The necktie shall be knotted neatly using either a windsor or four-in-hand knot, (see Figure 2-2-5) and shall be kept tight. Conservative tie-pins or clips may be worn. See Chapter 5, Annex E. When the jacket is removed, the tie shall not be tucked into the shirt, except for safety reasons.
18. **Skirts.** The skirt shall cover the kneecap completely, but shall not extend further than 5 cm below the bottom of the kneecap (with the exception of Muslim women's skirts).
19. **Hosiery**
- a. **Socks**
    - (1) Black nylon socks shall be worn with shoes and oxfords, and may be worn with boots.
    - (2) Grey wool socks may be worn with boots.
  - b. **Hose**
    - (1) **Nylons, Plain Pattern Skin-Toned**
      - (a) Shall be worn with oxfords or pumps, when a skirt is worn.
      - (b) May be worn with oxfords or pumps, when slacks are worn.
    - (2) **Nylons, Plain Pattern Black.** May be worn with oxfords or pumps, when slacks are worn, at no expense to the public.
    - (3) **Nylons, Plain Pattern, Ivory.** May be worn with Navy summer service dress No. 3B, at no expense to the public.
20. **Footwear**
- a. Shoes leather, oxfords, pumps, and boots ankle shall be clean and shone at all times.
  - b. Footwear shall be laced as shown in Figure 2-2-6.
  - c. Overshoes, boots cold weather, or black toe rubbers (optional) may be worn as required and shall be kept clean.

21. **Outer garments**

a. **Topcoats (gabardines) /Raincoats**

- (1) When carried, they shall be draped over the left arm.
- (2) When worn, coats shall remain fully buttoned except for the neck button, which may be unfastened at the discretion of the wearer.
- (3) When worn over a skirt, coats shall cover the skirt completely and shall extend 8 to 10 cm below the kneecap.

b. **Parka (Service Dress)**

- (1) This optional item may be worn with or without the hood during periods of winter dress.
- (2) When worn, the zipper and dome fasteners shall be either fully closed to the neck, or opened only to the extent required to facilitate the wearing of a scarf.
- (3) Environmental slip-ons shall be worn.

c. **Scarf.** The scarf may be worn with the topcoat (gabardine), parka, and windbreaker jacket.

d. **Sweater.** Sweaters shall be worn as illustrated in the figures of Chapter 5.

e. **Gloves, Leather, Black.** Gloves, leather, black are worn when ordered or as required during cold weather.

f. **Mitts, Leather, Black (Plain).** This optional item may be worn with topcoats (gabardines) and parkas during winter dress periods.

g. **Windbreaker Jacket (authorized patterns)**

- (1) When worn over the sweater, this optional item shall cover the bottom of the sweater completely.
- (2) It shall be worn over all shirt collars.
- (3) The zipper shall not be lower than 15 cm from the fully closed position.
- (4) Environmental slip-ons shall be worn.

h. **RCAF Leather Jacket.** This optional item may be worn by RCAF personnel in no 3b and 3c order of dress. May also be worn with flying suits, however, not on operations.

- (1) When worn over the sweater, this optional item shall cover the bottom of the sweater completely.
- (2) It shall be worn over all shirt collars.
- (3) The zipper shall not be lower than 15 cm from the fully closed position.
- (4) Metal, pinned rank shall be worn in each shoulder.
- (5) Nametag with abbreviated rank, last name and flying or specialist skill badge will be worn on left breast. Members of a command team down to unit level may include their position on the name tag.

22. **Accessories**

a. **Purses (Women)**

- (1) When purses are carried, they shall be held in the left hand or suspended over the left forearm.
- (2) When the purse is carried as a shoulder-bag, the strap shall be suspended from the left shoulder with the top of the purse not higher than waist level. The purse shall not be carried as a shoulder-bag with the strap shortened to handbag length.

b. **Umbrella.** Umbrellas may be carried during periods of wet weather. They shall be of a plain pattern, black, with black, gold or silver trim, with a plain black carrying case and handle. They shall not be carried on parade.

c. **Backpacks , laptop cases, briefcases.** When in uniform, civilian-pattern bags / cases shall be of a plain, conservative pattern and be dark in colour, e.g. dark blue, dark green or black. Bright colours (e.g. yellow, orange, red, etc.) are not considered appropriate. Seams, zippers and other components are to blend with the primary colour of the bags / case. Accessories of any type (e.g. pins, dolls, keys, running shoes, water bottles, etc.) shall not be attached to the exterior of the bag / case. Bags / cases shall only be used as follows:

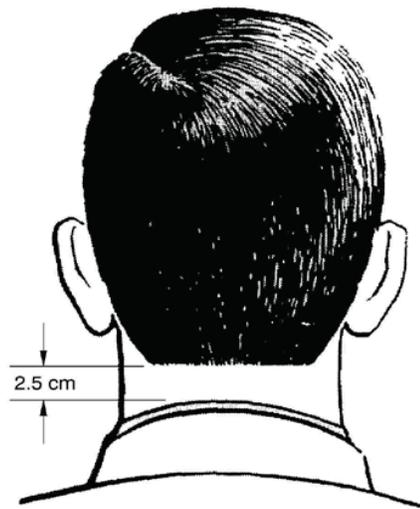
- (1) Carried in the left hand for all numbers 1 and 2 orders of dress;
- (2) Carried in the left hand, or worn suspended either over both shoulders or the left shoulder for all orders of dress not identified in sub-Para (1).

23. **Miscellaneous.** Cummerbunds shall be worn with the pleated opening facing upward

PERSONAL APPEARANCE



TAPER TRIMMED HAIRCUT CONVENTIONAL



TAPER TRIM HAIRCUT - STRAIGHT BACK APPEARANCE

Figure 2-2-1 Male Personal Appearance

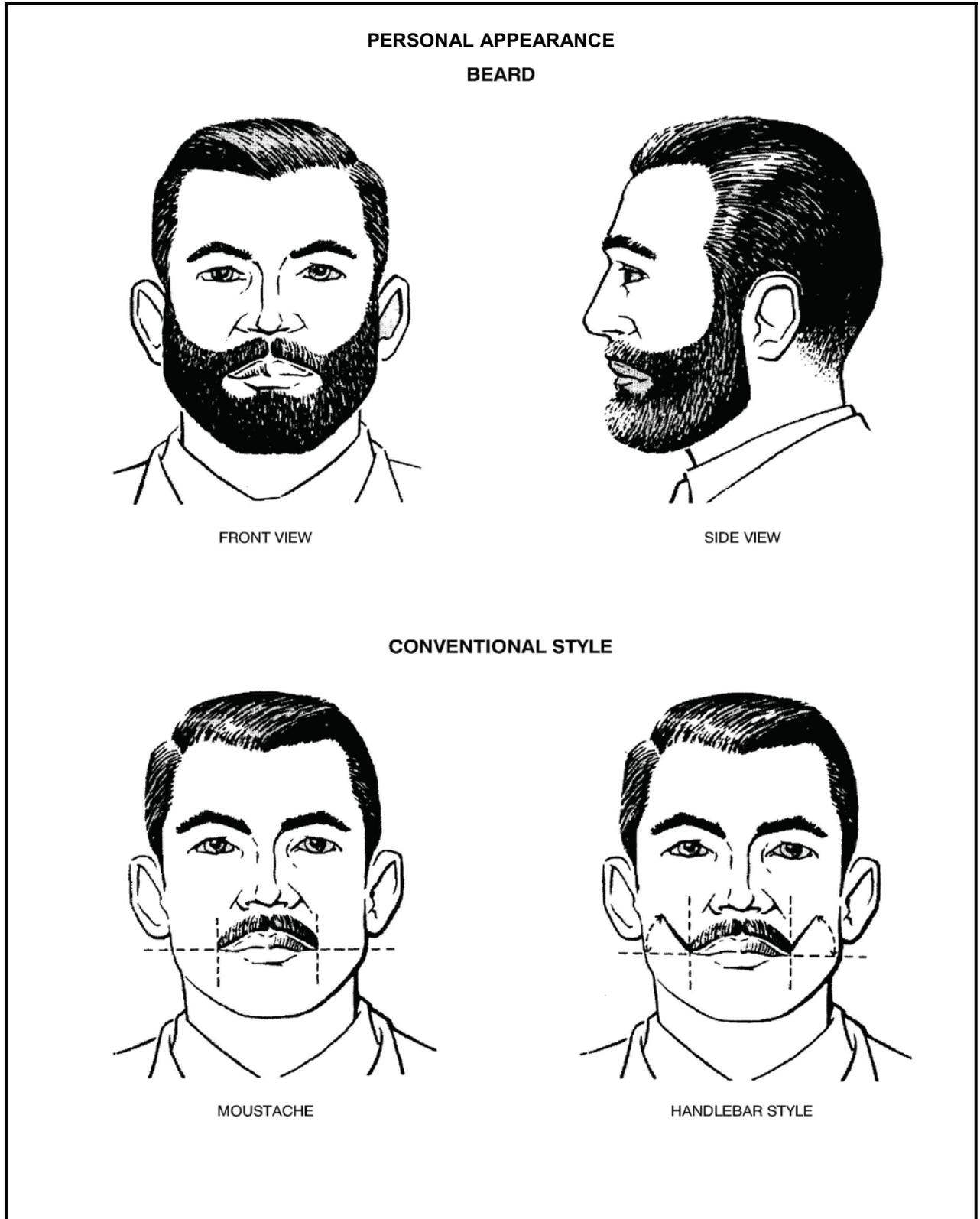


Figure 2-2-2 Male Personal Appearance

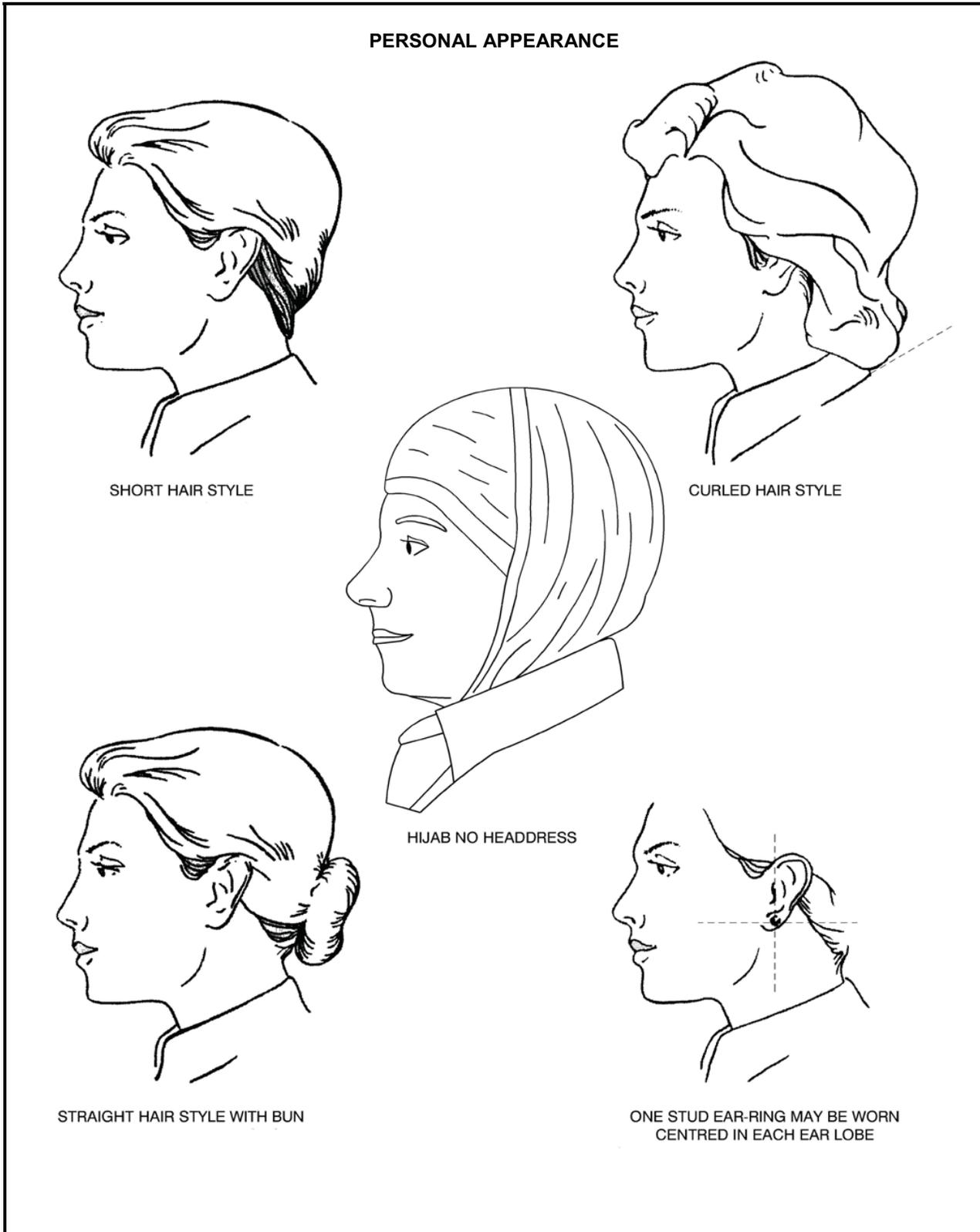


Figure 2-2-3 (Sheet 1 of 3) Female Personal Appearance

**PERSONAL APPEARANCE**

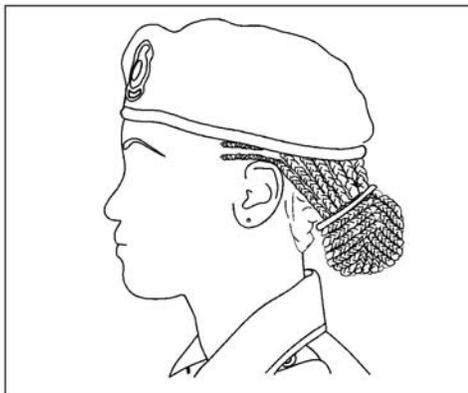
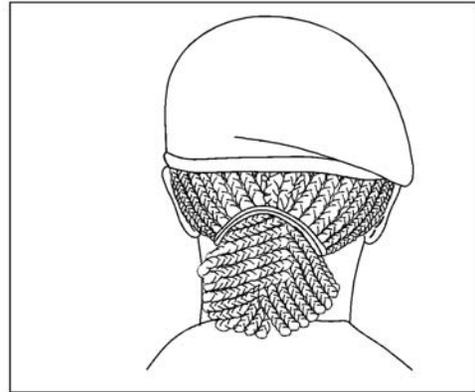
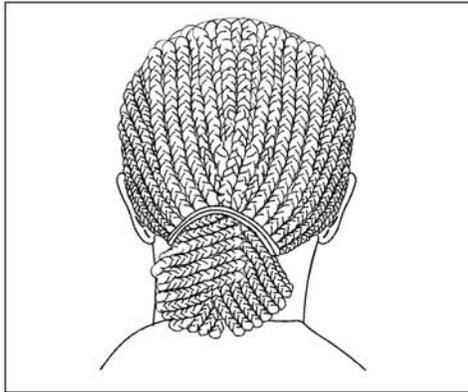
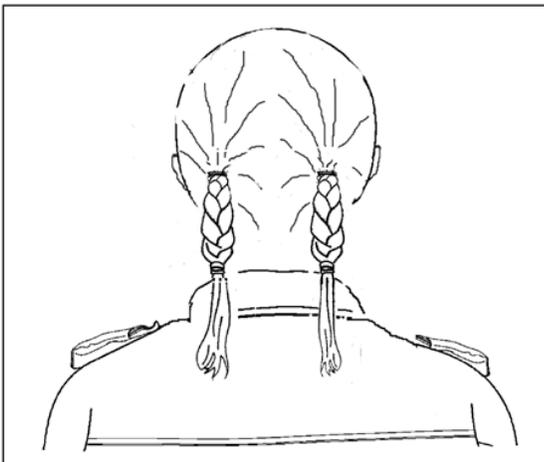
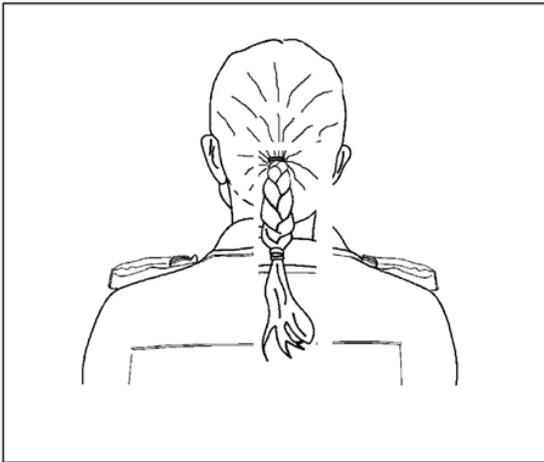


Figure 2-2-3 (Sheet 2 of 3) Female Personal Appearance

**PERSONAL APPEARANCE**



**NOTE**

Not worn in ceremonial or full dress.

Figure 2-2-3 (Sheet 3 of 3) Female Personal Appearance

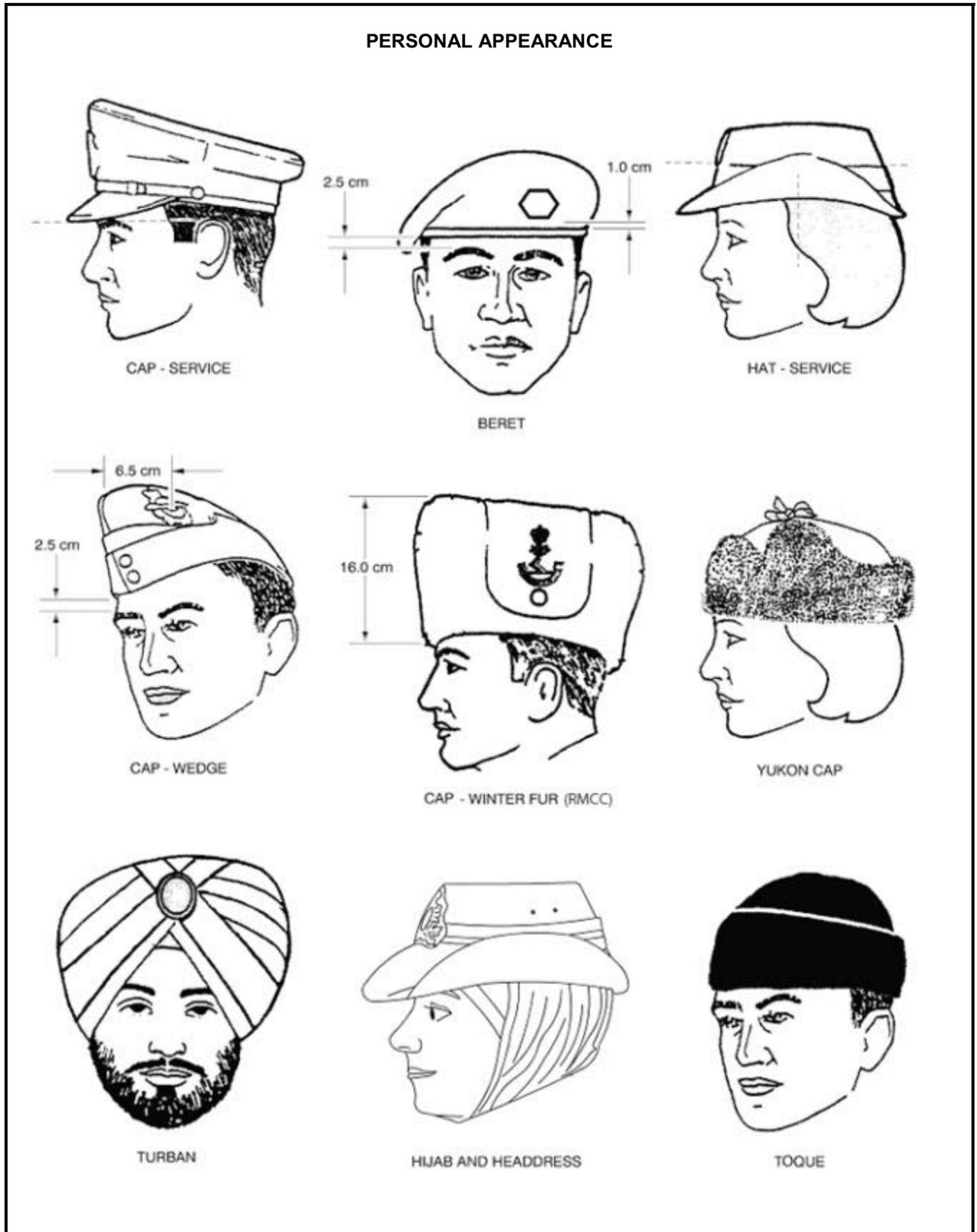


Figure 2-2-4 Wear of Headdress

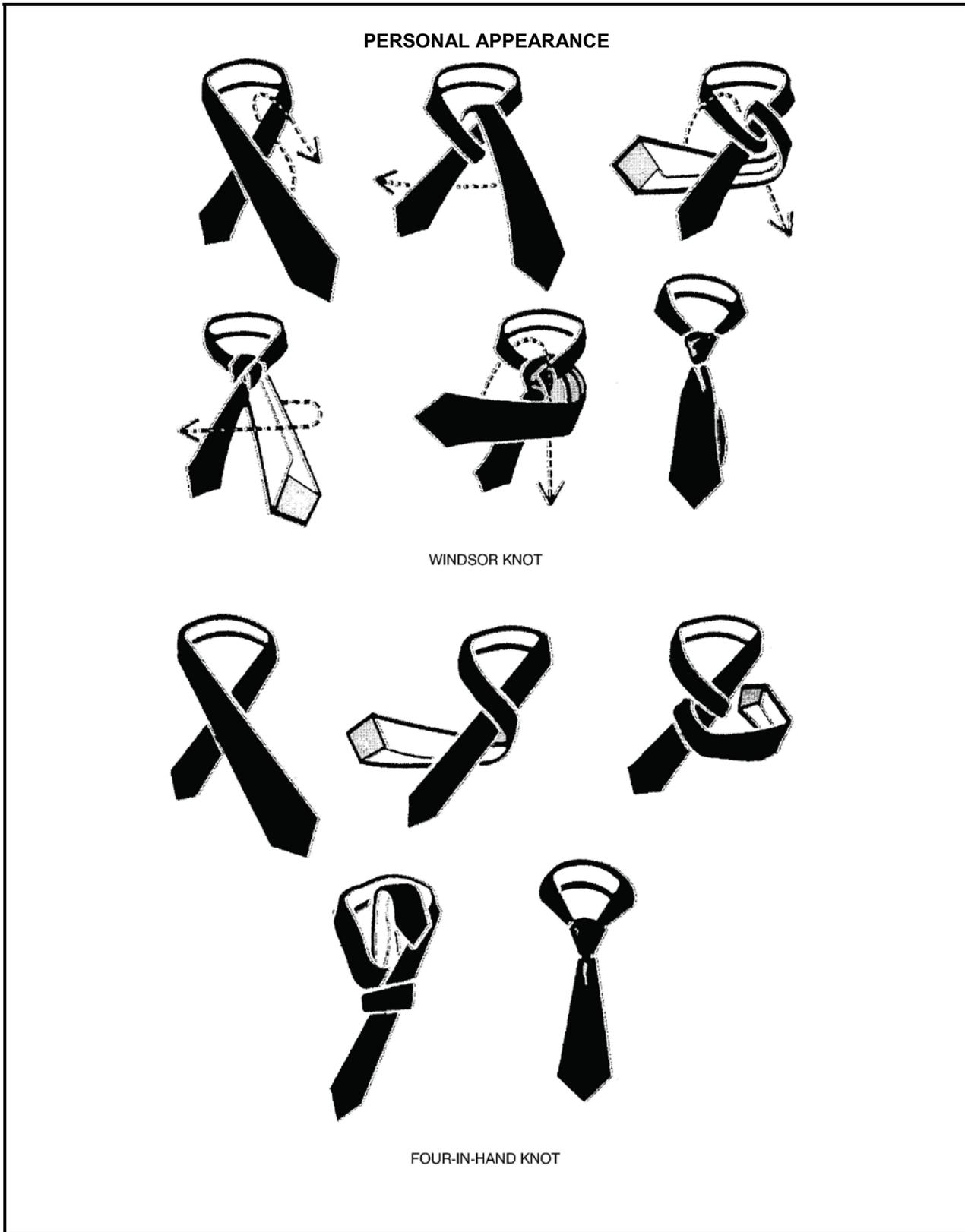
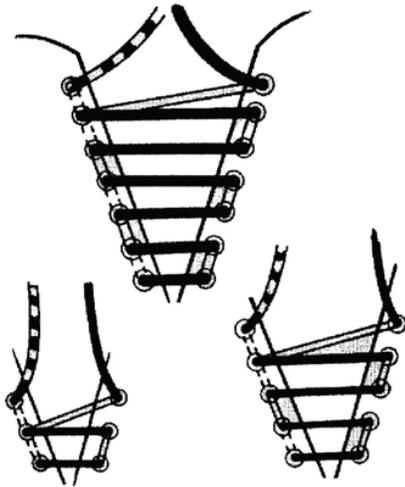


Figure 2-2-5 Knotting of Tie

**PERSONNAL APPEARANCE**

BOOTS ANKLE / SHOES



STRAIGHT ACROSS METHOD

**NOTE**

No visible underlaces except at the top.

BOOTS COMBAT / SAFETY / LINEMAN



LEFT BOOT



RIGHT BOOT

HERRING BONE METHOD

Figure 2-2-6 Lacing Footwear

A-DH-265-000/AG-001

**SECTION 3**  
**RELIGIOUS AND SPIRITUAL**  
**ACCOMMODATION**

**RELIGIOUS SENSITIVITY**

1. The different religious and spiritual requirements of various groups should be respected, especially during moments of religious expression. If conflict arises, the CAF is guided by differentiating between the tenets of devout faith, which shall be allowed if militarily practicable, and the religious and spiritual practices of a particular group, which may be accommodated as practical. The desires of members who choose not to have religious affiliation should also be respected. In the extreme, advice may be obtained through the chain of command from the Base/Wing Chaplain, NDHQ/Chaplain General and NDHQ/Directorate Human Rights and Diversity (DHRD) See also Section 1, subparagraphs 12.d. and e. and Section 2, subparagraph 5.c.

2. Religious items or accessories (e.g., a Christian Cross) which are not visible or otherwise apparent are unregulated and may always be worn provided they do not interfere with the proper wear and use of uniform items, accoutrements, or equipment.

**WEAR OF HEADDRESS**

3. **Introduction.** The wearing of headdress on different occasions reflects a combination of the cultural etiquette of formal Canadian society, military custom, and religious practices. As a guideline, the norms of formal etiquette should be followed. Further guidelines for common situations are given in the paragraphs that follow. These highlight the differences between those whose customs require removing headdress as a sign of respect, especially by males in religious circumstances (the North American and European Christian norm); and those who cover the head as a sign of religious respect (Jews and others under varying circumstances). Similar requests to retain headdress may also apply to members who choose not to have religious affiliation. In addition:

- a. A member of the Jewish faith may wear a black, plain-pattern yarmulke with Ceremonial, Mess, Service, and Naval Combat orders of dress, and a CADPAT TW, or CADPAT AR yarmulke with those operational orders of dress, whenever he / she removes other headdress.
- b. Special details for adherents of the Sikh religion are contained in paragraphs 14. to 21. of this section.
- c. Special details for adherents of the Muslim religion are contained in paragraph 22. of this section.
- d. Special details for adherents of the Aboriginal spiritual are contained in paragraph 25. of this section.

4. **Military Funerals.** Headdress shall be removed by the bearer party which includes bearer commander (excluding those participating in a Jewish service or when indicated by other religious practices) during the periods that the casket is being carried.

5. **Attestation.** Recruits shall not wear headdress (unless required for religious or spiritual reasons) when being paraded before the attesting officer. The attesting officer and the escort shall wear headdress and shall remove it (unless required for religious or spiritual reasons) during the administration of the Oath of Allegiance or the Solemn Affirmation. Following the administration of the Oath of Allegiance or the Solemn Affirmation, the persons who remove headdress shall replace it.

6. **Summary Trial.** The headdress of an accused member shall be removed (unless required for religious or spiritual reasons) prior to a summary trial, along with any articles that could be used as projectiles. Prior to the administration of oaths, all members present shall be ordered to remove headdress (unless required for religious or spiritual reasons). On completion of the administration of oaths, members present who removed their headdress, other than the accused, shall be ordered to replace headdress.

7. **Courts Martial.** Headdress shall be worn or removed in accordance with the etiquette of the court. See A-LG-007-000/AG-001, Court Martial Procedures. Guide for Participants and Members of the Public. When so indicated by their religious practice (e.g., Sikh), CAF Members need not remove headdress during the administration of the oath. Civilian male witnesses (including civilian police) shall not wear headdress in court, except for adherents of faiths for whom it is not permitted or acceptable to remove headdress (e.g., Jewish or Sikh).

8. **Consecrated Buildings.** All ranks shall observe the custom of the religious denomination concerned, in regard to the wearing of headdress in a consecrated building, except that headdress shall be worn when on duty as a member of the vigil during the lying in state of a deceased dignitary, or as a member of a colour party when depositing or receiving Colours. For Christian churches, headdress is removed at the church entrance (less headdress of female service personnel if that is the custom of the denomination concerned), and replaced at the exit. The advice of the officiating clergy will be sought and followed in each case.

9. **Messes and Canteens.** Personnel who avail themselves of the privileges offered by a mess or canteen shall remove headdress on entering the premises. Except for mess and canteen staff, those entering for the purpose of performing a duty or an inspection, or those entering for the purpose of maintaining or enforcing discipline or when indicated by other religious practice (e.g., Sikh), need not normally remove headdress.

10. **Non-Service Buildings.** Headdress shall not normally be removed in any public place, including elevators. However, personnel may observe the custom practised by civilians in regard to the wearing of headdress in non-service buildings such as restaurants, theatres and civil courts. When on duty under arms as an escort in a civil court, headdress shall not be removed.

11. **Public Transportation.** Personnel travelling aboard a local public conveyance may remove their headdress. Personnel travelling extended distances by aircraft, bus or rail, may remove their headdress while in transit, however, headdress shall be replaced prior to exiting the public conveyance, vehicle or aircraft.

12. **Military and Privately Owned Motor Vehicles (PMV)**

- a. Members wearing the uniform **shall** wear appropriate headdress while operating or travelling as a passenger in all military vehicle except:
  - (1) if the roof of the vehicle is too low to permit headdress to be worn with comfort and safety;
  - (2) on extended trips;
  - (3) on order of the **senior members** present; and
  - (4) in a staff car, PMV or bus.

**NOTE**

All vehicles that are rented by DND are considered to be a military vehicle.

- b. When headdress has been removed in accordance with the provisions of the preceding sub-paragraph, it shall be replaced:
  - (1) when approaching and leaving a military establishment; and
  - (2) immediately upon exiting a military vehicle or PMV.

13. **Parades.** Headdress shall be removed, when so ordered, by all ranks on parade except for musicians, Colour/Flag bearers and their close escorts. Sentries in the vicinity may be authorized to retain normal headdress on parade when others remove theirs to avoid drill complications. When ordered in connection with a religious event, it is optional for members to remove or retain their headdress.

**SIKHS**

14. A CAF member who is an adherent of the Sikh religion (Keshadharis) shall wear CAF pattern uniforms and adhere to standard CAF dress policy and instructions, with the following exceptions:

- a. Hair and beard shall remain uncut, provided that the operational mission and safety is not jeopardized when it is required that the member wear occupational and operational equipment such as gas masks, oxygen masks, combat/vehicle/flying helmets, hard hats, scuba masks, etc. When a hazard clearly exists, the hair and/or beard shall be modified to the degree necessary for wearing the required equipment.

In addition to uncut hair, four other symbolic requirements of the Sikh religion are authorized for wear by both male and female members (see paragraph 16.), with all orders of dress. Should a conflict arise between the requirement to wear safety or operational items of clothing and equipment and these religious symbols, the manner and location of wearing these symbols shall be adjusted. Unit commanders retain the right to order the manner of this adjustment as necessary to meet valid safety and operational requirements.

- b. A turban shall be worn by members with ceremonial, mess, service dress. Turbans shall also be worn with occupational and operational dress, subject to the safety and operational considerations noted in sub-paragraph a., above. When engaged in combat operations, operational training or when serving with peacekeeping or multinational contingents, adherents of the Sikh religion shall, when deemed essential, cover their head with a patka or other customary clothing item (see paragraph 21.), over which they shall wear the headdress (including combat helmets) and other items of military equipment as ordered by the commanding officer.
15. Except as otherwise provided by paragraph 14., the turban worn by members and additional authorized headdress worn by female members shall not be removed while wearing uniform. Similarly, when on duty wearing civilian clothing, a civilian turban and an appropriate civilian woman's head covering shall not be removed. Specifically, such headdress shall not be removed:
- a. on parade;
  - b. by a member of the bearer party at a military funeral;
  - c. during the administration of the Oath of Allegiance by an attesting officer;
  - d. when attending or being paraded as the accused before a trying officer at a summary trial or investigation;
  - e. when attending or being paraded as the accused before a court martial;
  - f. when entering a consecrated building;
  - g. when entering a mess, canteen or dining room; and
  - h. at formal or informal functions, when the removal of headdress might otherwise be considered appropriate.
16. Adherents of the Sikh religion shall, subject to the provisions of paragraph 14., observe the following five symbolic requirements:
- a. **Kesh** – leave hair on the head, face and body uncut;
  - b. **Kanga** – wear a comb;
  - c. **Kara** – wear an iron bangle (bracelet);
  - d. **Kacha** – wear under-drawers of a specific design; and
  - e. **Kirpan** – wear a symbolic dagger with an overall length (including handle and sheath) not exceeding 23 cm.
17. The colour of turbans and hijab (see also Chapter 5, Section 1) shall be:
- a. **Navy** – white, or navy blue (black) when Navy berets are ordered worn;
  - b. **Army** – rifle green or other authorized colour;
  - c. **Air Force** – light blue;
  - d. **field combat clothing** – Canadian average green; and

- e. **full dress and undress** – a colour which visually blends with the colour of the normal headdress. Full dress and undress items are noted in Chapter 6. Units shall obtain approval for adoption as noted in Chapter 2, Section 1, paragraphs 24. to 26., through the chain of command, including branch advisers.
18. Crossed ribbons may be worn on the Navy, army and air force turbans in accordance with branch/regimental customs as illustrated in Figure 2-3-1.
19. MPs shall wear two 3 cm wide scarlet ribbons.
20. The pug (see Figure 2-3-1) shall be the same colour as the turban.
21. **Method of Wear.** The following instructions are not intended to detail the method of styling and wearing hair on the head, of wearing the comb or of winding the turban. Instead they provide sufficient direction to ensure uniformity of dress amongst Sikh members. Accordingly, symbols and associated badges shall be worn as follows:
- a. **Turban.** Worn in a low, Sikh conventional manner, with the final winding right over left on the forehead. If ribbons are worn, their lower edge shall be 2 cm from the lowest edge of the turban at the sides of the head, and crossed right over left at the centre of the forehead. The ribbons shall be secured on the turban by tucking their ends into the folds at the front and rear.
  - b. **Cap Badge.** Worn centred on the front of the turban and on the crossing point of any ribbons. The badge shall be locally modified to provide a brooch fastener to secure it to the cloth.
  - c. **Patka.** A traditional Sikh cloth head-covering worn when a turban is not suitable, such as under combat, flying or diving helmets, or during sports or strenuous physical activity (see Figure 2-3-1).
  - d. **Kesh (Hair).** Male members shall wear their hair tied in a knot at the crown of the head, and shall secure the hair of the beard under the chin, presenting a close-to-face, groomed appearance. Female members shall wear their hair styled in a bun at the rear of the head to facilitate the proper wearing of Standard CAF headdress.
  - e. **Kanga (Comb).** Worn concealed in the hair.
  - f. **Kara (Bangle or Bracelet).** Worn on the right wrist.
  - g. **Kirpan (Dagger).** Shall remain sheathed, except for religious occasions and for cleaning purposes. The sheathed kirpan, worn under the outer shirt or jacket, shall be supported by a black cloth sling, slung from the right shoulder to the left side. Should the kirpan interfere with the wearing of uniform accoutrements or equipment, it may be slung from the left shoulder and worn on the right side.

## MUSLIMS

22. CAF Muslim women must wear CAF uniforms and observe CAF Dress Instructions as indicated in section 1, paragraph 12.(d)(2)b). For spiritual and religious reasons, members are authorized to wear the hijab, a modified long sleeve shirt in lieu of a short sleeve (SS) shirt in number 3B order of dress, and a modified ankle length Service Dress skirt in lieu of the shorter Service Dress skirt. Hijabs must be worn in consideration of applicable safety standards and will not interfere with the wearing of gas masks, oxygen masks, combat/vehicle/flying or construction helmets, divers masks etc. If necessary, members shall modify hairstyles, hijabs or both to allow the proper wearing of these items.
23. Method of wear
- a. Those Muslim women who choose to wear the hijab will wear the approved design in the appropriate DEU colour. A white hijab will be worn in Mess Dress. The hijab must be worn in a fashion to permit the correct wearing of CAF head dress and any necessary safety equipment.
  - b. When the modified CAF long sleeve shirt is worn in lieu of the service dress SS shirt in 3B order of dress, all accoutrements normally worn on the Service Dress SS shirt including ribbons and Specialist Skill badges will be worn. All buttons and fasteners will be closed. No tie will be worn in this order of dress and the hijab will be worn inside the shirt collar. The shirt will be worn outside the skirt or pants. Both the hijab and modified shirt must be worn together.
  - c. The modified Service Dress shirt and hijab may be worn in number 1 and 3 orders of dress. In these orders of dress a tie will be worn.

24. Specific requirements for wearing of the hijab are as follows:
- a. The hijab must be versatile, comfortable, neat, breathable, and easy to remove. It must also provide the wearer with adequate protection against specific climate and environmental training condition.
  - b. The type of the hijab must be two pieces.
  - c. The hijab must adjust to fit the face of the wearer and it must allow for the proper wearing of military headdress, and headgear, and the hijab must also conform to the colours and uniformity of the uniforms, DEU and Mess, worn in all three environments.

**NOTE**

The hair must be as per section 2, paragraph 5.

**ABORIGINALS**

25. **Aboriginal Veterans' Medallion and Métis Sash.** Aboriginal and Métis members of the CAF in uniform may wear the Aboriginal Veterans' Medallion and the Métis Sash during Aboriginal specific events (e.g. Aboriginal festival, Aboriginal Achievement Awards, Pow Wows, etc.) and under the local commander's authority, at parades and events honouring Aboriginal CAF members, and Remembrance Day. When authorized, these spiritual accoutrements shall be worn as follows:

- a. **Medallion.** On the right hand side of the uniform under the member's name tag.
- b. **Métis Sash.** For both male and female members; around the waist, outside Tunic or Jacket, tied on the left, with the sash ends draping down the left leg. The sash is worn under a ceremonial waist belt.

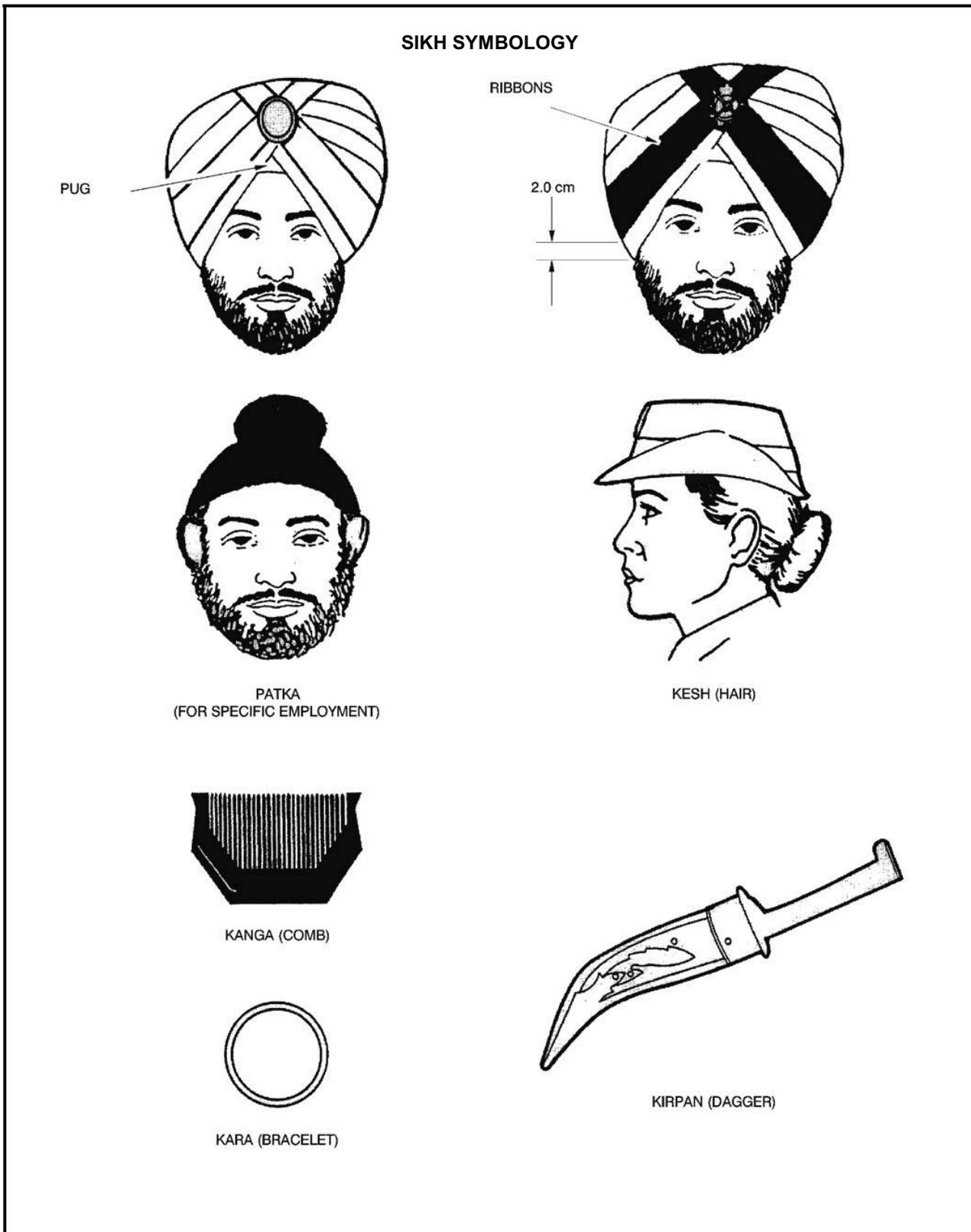


Figure 2-3-1 Authorized Sikh Items of Wear

**ANNEX A  
CATEGORIES AND ORDERS OF DRESS**

| Category                         | Order  | Occasions when Worn   |
|----------------------------------|--------|---|
| CEREMONAL<br><br>(Accoutrements) | No. 1  | <p>Formal state and military ceremonies and parades, including:</p> <ul style="list-style-type: none"> <li>a. inspections, church parades and service funerals;</li> <li>b. investitures;</li> <li>c. guards of honour;</li> </ul> <p style="text-align: center;"><b>NOTE</b></p> <p style="text-align: center;">The order of dress for a guard of honour is not necessarily the same as that of the honoured personage, who normally arrives dressed for the occasion or duty in any dress from No. 1 Order to civilian attire.</p> <ul style="list-style-type: none"> <li>d. in attendance on or as escorts to, Royal and vice-regal personages;</li> <li>e. exchanging ceremonial visits or official calls, if considered appropriate;</li> <li>f. as a representative of the CAF at formal civilian functions;</li> <li>g. formal military weddings; and</li> <li>h. other occasions as ordered.</li> </ul> |
| (Medals only)                    | No. 1A | <p>Formal and other significant occasions for which the wearing of complete ceremonial attire – No. 1 or 1B orders – is not deemed necessary or appropriate; ie, no swords, ceremonial belts, bayonets, etc.:</p> <ul style="list-style-type: none"> <li>a. investitures;</li> <li>b. levees;</li> <li>c. ceremonial parades;</li> <li>d. ceremonial occasions, when attending as a spectator;</li> <li>e. on Remembrance Days in messes;</li> <li>f. formal military weddings; and</li> <li>g. other occasions as ordered.</li> </ul>  |
| (Full Dress)                     | No. 1B | As for No. 1 or 1A orders of dress. Worn by authorized units only (see Chapter 6).  |
| (Undress)                        | No. 1C | As for No. 1 or 1A orders of dress. Optional undress order, worn when permitted by authorized units (see Chapter 6).  |
| (Undress)                        | No. 1D | As for No. 1C order of dress with undress ribbons. For wear on less formal occasions at which the wearing of orders, decorations and medals would be considered inappropriate (see Chapter 6).  |

**ANNEX A  
CATEGORIES AND ORDERS OF DRESS (Cont)**

| Category                          | Order  | Occasions when Worn  |
|-----------------------------------|--------|--|
| MESS DRESS<br><br>(Mess Standard) | No. 2  | Formal evening functions (after 18:00) such as:<br><br>a. mess dinners;<br><br>b. other formal mess functions; and<br><br>c. service and civilian occasions where formal attire would be deemed appropriate, for example, formal receptions, dinners and weddings which occur in the evening.  |
| (Mess White)                      | No. 2A | As for No. 2 Order during hot weather, or as ordered.  |
| (Mess Service)                    | No. 2B | As for No. 2 Order, or as ordered.   |
| (Mess Shipboard)                  | No. 2C | Aboard ship for evening wear, when ordered.  |
| SERVICE DRESS<br><br>(Duty)       | No. 3  | Daily duty and travel dress, suitable for all occasions, including:<br><br>a. divisions, routine parades and inspections;<br><br>b. public appearances;<br><br>c. off-duty wear;<br><br>d. appropriate military social occasions; and<br><br>e. other occasions as ordered.  |
| (Long-Sleeved Shirt)              | No. 3A | Indoors, when an occasion allows the removal of jackets for a more casual work appearance. May be worn:<br><br>a. aboard military vehicles, ships and aircraft;<br><br>b. within the confines of DND property, including military buildings, or those areas of public buildings occupied by the military; and<br><br>c. with headdress when moving between adjacent buildings within the confines of DND property. |
| (Short-Sleeved Shirt)             | No. 3B | Worn in lieu of No. 3 Order on more casual occasions.  |
| (Sweater)                         | No. 3C | Worn in lieu of No. 3 Order.   |

**ANNEX A**  
**CATEGORIES AND ORDERS OF DRESS (Cont)**

| Category                                  | Order  | Occasions when Worn  |
|---|--------|--|
| SERVICE DRESS<br>(Cont)<br><br>(Tropical) | No. 3D | Duty and off-duty activities in hot climates or tropical areas in lieu of No. 3 Order. Worn in common by all environments. |
| OPERATIONAL<br>DRESS                      |        | Worn during operations, operational training, or as ordered.   |
| OCCUPATIONAL<br>DRESS                     |        | Worn by members of authorized occupations when engaged in specified occupation activity. See Chapter 7.                    |

A-DH-265-000/AG-001

**CHAPTER 3**  
**INSIGNIA AND ACCOUTREMENTS**  
**SECTION 1**  
**INSIGNIA POLICY**

**BASIC PRINCIPLE**

1. The wear of insignia of any type is a uniform matter governed by these instructions. Information on the design of specific insignia, including requests for changes to badges, are contained in A-DH-200-000/AG-000 The Heritage Structure of the Canadian Armed Forces.

**GUIDELINES**

2. Branches, regiments and units may be authorized to wear additional approved insignia and accoutrements as optional items. See Chapter 2, Section 1, paragraphs 24. to 26.
3. Insignia are worn in similar positions by all environments and both genders, unless otherwise specifically authorized.
4. Pinned-on insignia may be temporarily removed by those working near aircraft to reduce Foreign Object Damage (FOD) hazards, or by those in other work environments, e.g., kitchens, where a health or safety hazard exists. Metal rank insignia are replaced by combat or other suitable cloth insignia, on slip-ons.
5. Additional details are in:
  - a. Chapter 2, Section 3, for adherents of the Sikh religion;
  - b. Chapter 5, for ceremonial, mess, service, and operational orders of dress;
  - c. Chapter 6, for full dress and undress uniforms; and
  - d. Chapter 7, for health, safety, and occupational dress items.

## SECTION 2

### RANK INSIGNIA AND APPOINTMENT BADGES

#### THE COMMANDER-IN-CHIEF

1. The Governor General of Canada holds the appointment of Commander-in-Chief of Canada. In this capacity, the Governor General wears:
  - a. a flag/general officer uniform of any of the three environments, as appropriate or desirable;
  - b. a flag/general officer cap/hat badge; and
  - c. the following appointment insignia (see Figure 3-2-5):
    - (1) special flag/general officer sleeve braid, embellished with the Governor General's badge (the crest of the Arms of Canada); and
    - (2) a large, embroidered Governor General's badge on the shoulder straps or boards, the badges to face forward (see, for comparison, the smaller metal badge used by the Governor General's Aides-de-Camp, Section 7, paragraph 15.).

#### OFFICERS' RANK INSIGNIA

2. Officers' rank insignia are illustrated in Figure 3-2-1 to 3-2-5, and their wear is detailed in Annex A.
3. Insignia design and colour will vary by Environment. It shall be embroidered or braid with the exception of the Canadian Army Stars and Crowns which may be of the pin type. On operational clothing rank will be embroidered in the applicable high visibility colour, white, subdued Navy black or Air Force blue.
4. Superseded rank insignia patterns and materials are authorized for restricted wear with: Army full dress (optional No. 1B) and Army Reserve patrol dress (optional Nos. 1C and 1D). See Chapter 6.

#### OFFICERS' CAP/HAT EMBELLISHMENTS

(See Figure 3-2-1, and 3-2-3)

5. **Service Cap (Male).** The service cap is embellished on the peak with:
  - a. **flag/general officers** – two rows of gold oak-leaf;
  - b. **senior officers** – one row of gold oak-leaf;
  - c. **junior officers** – one row of plain gold wire; and
  - d. **officer/naval cadets**– no embellishment on a plain peak.
6. **Service Hat (Female).** The service hat is embellished with:

- a. **flag/general officers** – a sprig of gold oak leaves sewn to each side of the service hat immediately above the brim, with the tips of the longer, lower branches meeting at the front of the hat, on a vertical line with the centre of the cap badge;
  - b. **senior officers** – gold nylon braid 2 cm wide, centred on the hat ribbon;
  - c. **junior officers** – gold nylon braid 0.6 cm wide, centred on the hat ribbon; and
  - d. **officer/naval cadets** – no embellishment on a plain hat ribbon.
7. **Wedge Cap.** The air force general officer's wedge cap is embellished with pearl-grey piping.
8. **Sikh Turban.** Rank embellishment shall be sewn centred on turban ribbons, when worn, as follows:
- a. **flag/general officers** – to be promulgated;
  - b. **senior officers** – gold nylon braid 2 cm wide;
  - c. **junior officers** – gold nylon braid 0.6 cm wide; and
  - d. **officer/naval cadets** – no embellishment.

#### NAVY OFFICERS' RANK INSIGNIA

9. Navy officers' rank insignia are illustrated in Figure 3-2-3, and their wear is detailed in Annex A.
- a. Rank lace shall be gold, in straight rows, surmounted by a circle (executive curl).
  - b. Lace widths shall be 4.5 cm, 1.5 cm, and 0.6 cm as illustrated.
  - c. The circle shall be 5 cm in diameter for flag officers of the rank of rear-admiral and above, and 4.5 cm in diameter for all other officers. The circle shall be formed by looping the upper rank lace to curve forward and upward on each sleeve, except for commodores. Circle lace for commodores shall be positioned so that the lower edge of the circle merely touches the upper edge of the 4.5 cm lace.
  - d. The spacing between rows shall be 0.6 cm.
10. **Sleeve Lace Position.** The distance from the bottom of the sleeve to the bottom of the lowest row of lace shall be:
- a. Admiral – 3 cm;
  - b. Vice-Admiral – 4 cm;
  - c. Rear-Admiral – 4.5 cm;
  - d. Commodore – 5 cm;
  - e. Captain – 5 cm;

- f. Commander – 6 cm;
- g. Lieutenant-Commander – 6 cm;
- h. Lieutenant – 7 cm;
- i. Sub-Lieutenant and Acting Sub-Lieutenant – 9 cm; and
- j. Naval Cadet – 5 cm.

#### **11. Shoulder-Board Design.**

- a. Shoulder-boards shall be 13.5 cm long, 5.5 cm wide, made of a firm, resilient waterproof foundation covered by navy blue doeskin. Shoulder-boards for flag officers shall be covered in turn with 5 cm wide gold lace. A strap is secured to the underside of the shoulder-board, sewn at the outer end and secured to a 26-ligne button with a screw fitting at the inner end. The strap shall pass through two loops sewn to the shoulders of the jacket, thereby securing the shoulder-board in place.
- b. Rank insignia shall be displayed on shoulder-boards as follows:
  - (1) Flag officers – standard CAF rank insignia is worn;
  - (2) Other officers – as illustrated in Figure 3-2-3.
- c. The distance from the base of the shoulder-board to the first row of lace is 0.6 cm for all.
- d. **Lace and Distinction Cloth Requirements.** Distinction cloth shall be worn by officers of the Royal Canadian Medical Service as noted in Annex D. Average quantities are shown in Figure 3-2-4.

#### **ARMY OFFICERS' RANK INSIGNIA**

12. Army officers' rank insignia are illustrated in Figure 3-2-1 and Figure 3-2-2 and their wear is detailed in Annex A.
- a. Army officers' rank will consist of a combination of three devices in numbers and order as outlined in Annex A. Sizes outlined below are for the metal pinned rank only;
    - (1) star: 2.3cm x 2.3cm;
    - (2) crown: St Edward's crown with a red felt backing inside the crown. 2.5cm high,
    - (3) crossed sword and baton. 3.0 cm high;
  - b. Army officers' rank insignia will be pinned metal on service dress jackets with no distinctive backing and centred on the epaulet;

- c. on service dress shirts and outer garments, the Army officers' rank insignia will be embroidered with individual corps and branch colours as backing, device size will be adjusted for a balanced image;
- d. rank insignia will be centred on the epaulet with the lowest device 0.3 cm from the unit identifier or seam and a maximum of 0.2 cm between devices (See Fig 3-2-1).
- e. rank insignia will be sewn-on embroidered for order of dress No. 2 and metal pinned rank order of dress No. 2A.(less General Officer's see Annex A.)
- f. General officers and Colonels will wear long gorget patches sewn onto the collar of the service dress jacket while in No. 1, No.1A and No.3 order of dress. Short gorget patches will be clipped onto the shirt collar while in No. 3A, 3B or 3C order of dress. Honourary appointments are to wear the unit or corps identifier on the collar in lieu of gorget patches.
- g. Army General Officers. Nylon Sleeve Braid 4.4cm on service dress jacket.

#### **AIR FORCE OFFICER'S RANK INSIGNIA**

- 13. Air Force officers' rank are illustrated in Figure 3-2-5 and their wear is detailed in Annex A. General Officers will wear traditional rank braid, with black edging on sleeves of the service dress jacket in addition to former CAF rank insignia on shoulder straps.
  - a. Rank braid shall be pearl-grey with black edging except on No. 1B, 2 and 2A orders of dress where it shall be gold wire braid.
  - b. There are three braid widths: broad at 5cm, standard at 1.5cm and narrow at 0.6cm ( as illustrated in figure 3-2-5)
  - c. The spacing between rows shall be 0.6 cm.

#### **NON-COMMISSIONED MEMBERS' RANK AND APPOINTMENT INSIGNIA**

- 14. Non-commissioned members' rank and appointment insignia are illustrated in Figure 3-2-6 thru Figure 3-2-8, and their wear is detailed in Annex A.
- 15. Insignia shall be:
  - a. embroidered in CAF gold or pearl grey on appropriate base cloth, for wear on service dress jackets and CAF gold on white base cloth for navy white high collared jackets;
  - b. embroidered with gold metallic, processed polyester thread, on an appropriately coloured base cloth, for wear on mess dress;
  - c. in metal enamel for miniature badges, for wear on appropriate garments; and
  - d. embroidered in enhanced visibility white, olive, tan, Air Force blue, or black for wear on operational clothing.

16. Formations are groups of units. Where a higher formation is created in command over several basic formations, its chief petty officer/warrant officer may be identified with an appointment badge.
  - a. The CFCWO shall wear the unique insignia for this appointment.
  - b. Command CPO1/CWO appointment insignia shall be worn by the CPO1/CWO of major commands. Wearing of the badge is approved by Armed Forces Council. Insignia are issued and controlled by the CFCWO.
  - c. Senior Appointment CPO1/CWO insignia shall be worn by the CPO1/CWO of intermediate formations, integrated commands, bases, stations, Canadian Army divisions and brigades, and equivalent formations, as approved by Armed Forces Council. Insignia are issued and controlled by the CFCWO.
17. Foot guard traditional rank badges are worn by members of those regiments, other than drum majors, on full dress, undress (patrols), and mess dress in lieu of universal master warrant officer and warrant officer rank insignia (see Figure 3-2-6 and Annex A).

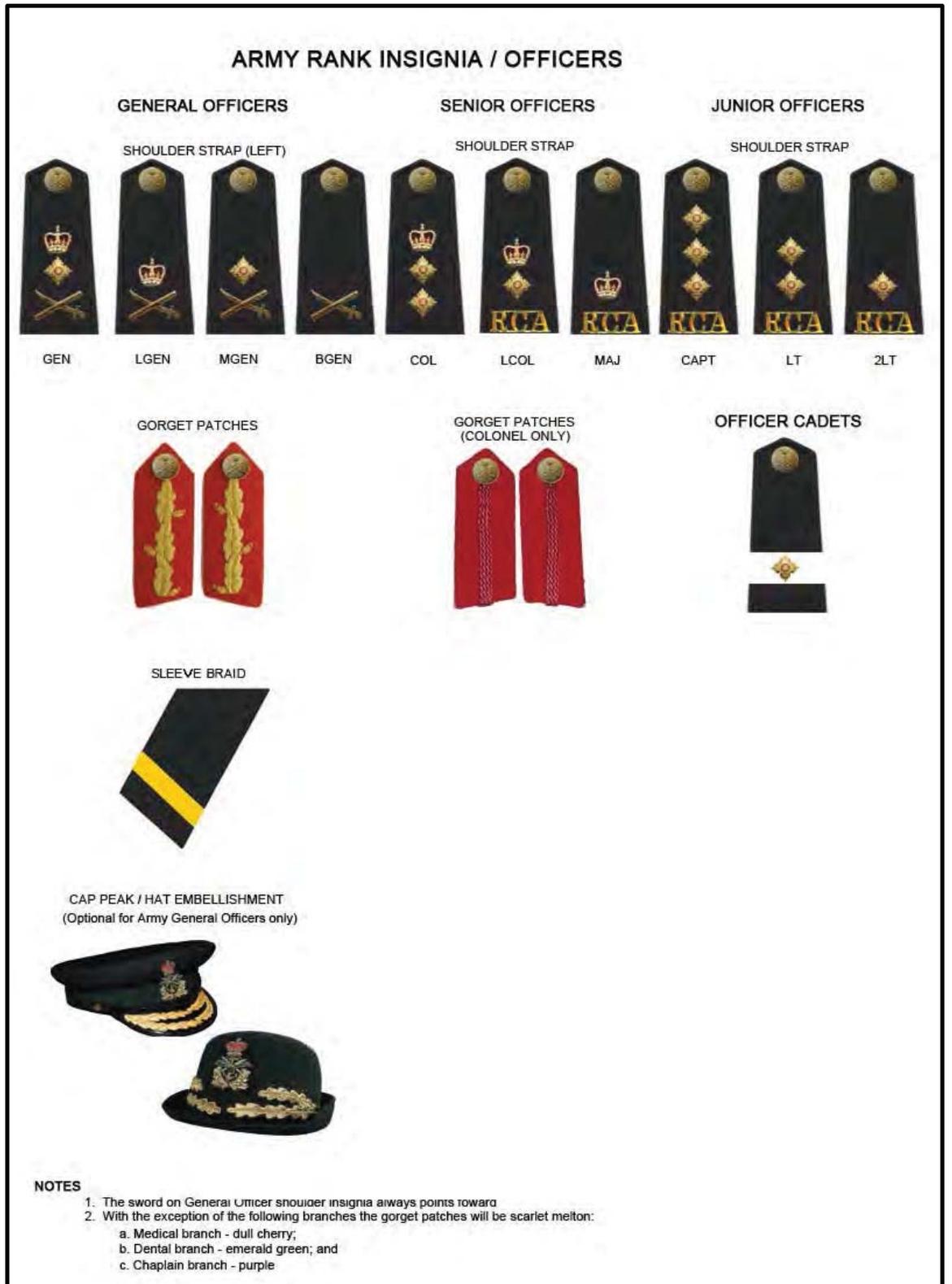


Figure 3-2-1 Army Officer's Rank Insignia

## Gorget Patches



SERVICE DRESS (COLONEL)



SERVICE DRESS (GENERAL OFFICERS)



SHIRT (COLONEL)



SHIRT (GENERAL OFFICERS)

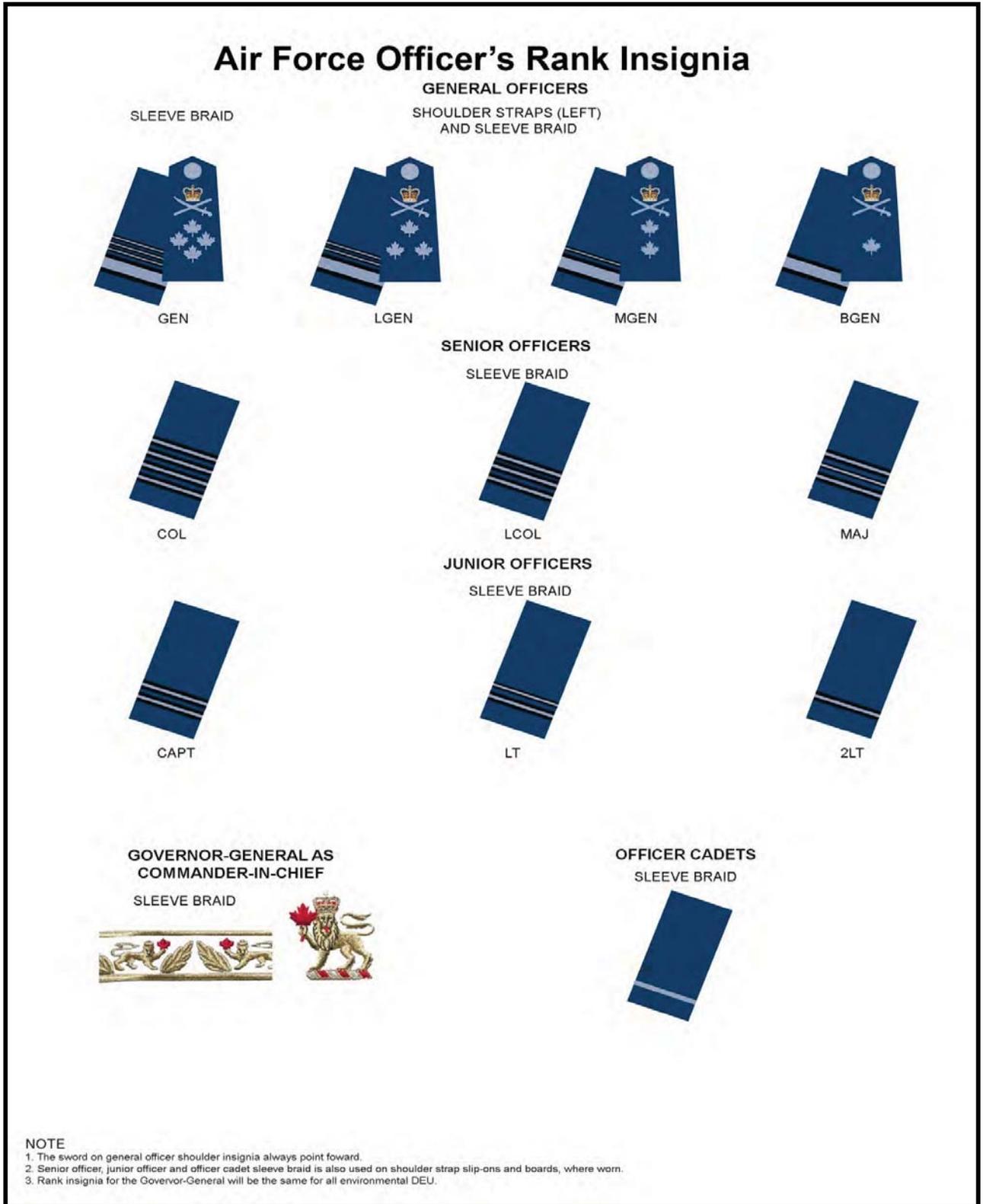
Figure 3-2-2 Gorget Patches



Figure 3-2-3 Navy Officer's Rank Insignia

| <b>Average Lengths of Lace and Distinction Cloth</b>                              |                  |                             |                                     |                             |                                     |
|---|------------------|-----------------------------|-------------------------------------|-----------------------------|-------------------------------------|
| Rank  | Lace Width<br>cm | Sleeves<br>(per pair)<br>cm | Shoulder Boards<br>(per pair)<br>cm | Distinction Cloth           |                                     |
|   |                  |                             |                                     | Sleeves<br>(per pair)<br>cm | Shoulder Boards<br>(per pair)<br>cm |
| Admiral   | 4.5<br>1.5       | 76<br>259                   |                                     | 229                         | 76                                  |
| Vice-Admiral  | 4.5<br>1.5       | 76<br>187                   |                                     | 152                         | 76                                  |
| Rear-Admiral  | 4.5<br>1.5       | 76<br>117                   |                                     | 76                          | 76                                  |
| Commodore   | 4.5<br>1.5       | 76<br>46                    |                                     | 76                          | 18                                  |
| Captain   | 1.5              | 320                         | 107                                 | 213                         | 53                                  |
| Commander   | 1.5              | 249                         | 89                                  | 142                         | 36                                  |
| Lieutenant-Commander  | 1.5<br>0.8       | 178<br>72                   | 98                                  | 142                         | 36                                  |
| Lieutenant  | 1.5              | 178                         | 71                                  | 71                          | 18                                  |
| Sub-Lieutenant and<br>Acting Sub-Lieutenant                                       | 1.5              | 107                         | 53                                  | 71                          | 18                                  |
| Naval-Cadet   | 0.6              | 107                         | 53                                  | 71                          | 18                                  |
| <p><b>NOTE</b></p> <p>Based on uniforms of average size. Use as a guide only.</p> |                  |                             |                                     |                             |                                     |

**Figure 3-2-4 Average Lengths of Lace and Distinction Cloth**



**NOTE**  
1. The sword on general officer shoulder insignia always point forward.  
2. Senior officer, junior officer and officer cadet sleeve braid is also used on shoulder strap slip-ons and boards, where worn.  
3. Rank insignia for the Governor-General will be the same for all environmental DEU.

**Figure 3-2-5 Air Force Officer's Rank Insignia**



Figure 3-2-6 Army NCM Rank and Appointment Insignia



**Figure 3-2-7 Naval NCM Rank and Appointment Insignia**

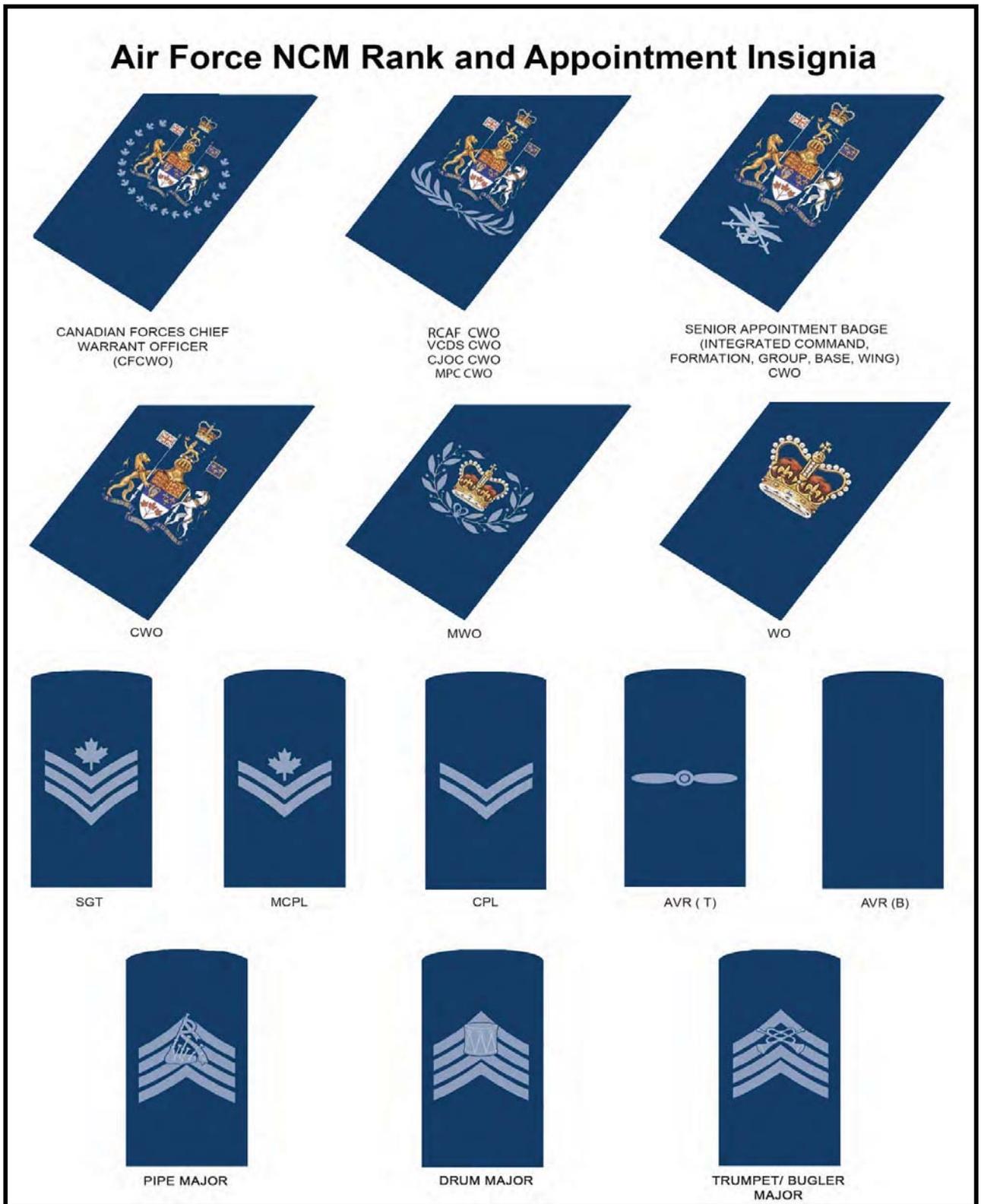


Figure 3-2-8 Air Force NCM Rank and Appointment Insignia

### **SECTION 3 FLYING AND SPECIALIST SKILL BADGES**

#### **GENERAL**

1. Flying and Specialist Skill badges recognize exceptionally demanding qualifications in an intrinsically hazardous field of activity and are generally worn on the left breast of CAF uniforms. A CAF flying or specialist skill badge shall be authorized for wear by personnel trained and qualified for certain fields of hazardous employment that require CAF members to:
  - a. fly in an aircrew/flight crew position or parachute from aircraft;
  - b. work underwater either as a member of a submarine crew or as a diver;
  - c. work as a qualified explosive ordnance disposal (EOD) technician;
  - d. work as a qualified member in a Special Operations unit; or
  - e. work as a qualified member of a Close Personal Protection Team.

For the purposes of this category of qualification badges, “hazardous employment” is defined as regularly working in an environment which requires frequent exposure to a high degree of danger or peril in a demanding physical environment.

2. A CAF specialist skill badge may be awarded to a CAF member of the Regular or Reserve Force after successful completion of the formal CAF training. Members who have received military training or courses from other countries for which the requirements are deemed to be equivalent to CAF training requirements may be authorized to wear the applicable CAF specialist skill badge subject to approval by the Individual Training Authority of the environment concerned.

#### **METHOD OF WEAR**

3. Badges, embroidered in rayon on an appropriately coloured base cloth, shall be worn on the service dress jacket, naval combat dress jacket, and flying clothing.
4. Metal badges shall be worn on short-sleeved shirts, and on the optional navy high-collared white jacket. In accordance with environmental, branch or regimental custom, metal badges may also be authorized for wear on white mess dress jackets, in lieu of miniaturized cloth metallic embroidered badges.
5. Badges, embroidered in gold/silver wire or an approved substitute on an appropriately coloured base cloth, may be worn on the service dress jacket on an optional basis, and shall be worn on full dress and patrol dress tunics/jackets/doublets. Similarly embroidered miniaturized badges shall be worn by authorized members on standard mess dress jackets.

6. Personnel that have been issued two or more flying and specialist skill badges for permanent retention, including authorized foreign insignia, may wear the badges as for and in conjunction with commendations to a maximum number of badges where by the badges of lower precedence, in miniature metal format, will fit in a line vertically centered on the left pocket or position of the left pocket beginning 3 cm below the bottom of the pocket flap or 9 cm below the pocket opening (navy tunics) and do not go further than 15cm from the top of the pocket flap or opening (navy tunics); The top badge will begin just below the row of medals when wearing medals.
7. Where additional miniature flying and specialist skill badges are worn, precedence is given to any badge that contains a crown. Where miniature flying and specialist skill badges are worn with commendations, precedence is given to commendations. For details of wear for commendations, see chapter 4, paragraph 18.

### **FLYING BADGES**

8. All active and former aircrew, flight crew, technicians and specialists who have qualified for permanent retention of the applicable flying or specialist skill badge, shall wear the current pattern authorized by these instructions. Illustrations and instructions for authorized flying badges are in Figures 3-3-1 and 3-3-2 and Annex B.
9. Qualified members of the Cadet Instructors Cadre (CIC) wear only one flying badge in the following precedence:
  - a. CAF aircrew badges;
  - b. Air Cadet Pilot badge; or
  - c. Air Cadet Glider Pilot badge

### **SPECIALIST SKILL BADGES**

10. **Parachute Badge.** Qualified parachutists wear the parachute badge with the red maple leaf. The parachute badge with the white maple leaf is authorized for wear by parachutists who have received Paratrooper Allowance for service on strength of one of the following operational airborne formations or units:
  - a. specifically designated Regular and Army Reserve sub-units assigned to the airborne role;
  - b. Canadian Parachute Centre;
  - c. Canadian Special Operations Regiment (CSOR);
  - d. Special Service Force;
  - e. Canadian Airborne Regiment;
  - f. Canadian Airborne Centre;
  - g. CAF Parachute Maintenance Depot;

- h. Mobile Strike Force;
  - i. Defence of Canada Force;
  - j. Canadian Joint Air Training Centre;
  - k. 28 Central Ordnance Depot; or
  - l. Canadian Army Advanced Warfare Center.
11. Illustrations and instructions for authorized specialist skill badges are in Figures 3-3-3 and 3-3-4 and Annex B.

### **FOREIGN FLYING AND SPECIALIST SKILL BADGES**

12. Personnel who have been presented foreign Flying and Specialist Skill badges from allied countries as a result of qualifications obtained on a course prescribed by the CAF, shall wear the applicable CAF badge in accordance with wear instructions above.
13. Where an equivalent CAF badge has not been designed or approved for wear, the foreign badge presented for the prescribed qualification shall be worn like a CAF badge in accordance with wear instructions above. If wearing both a CAF badge and a foreign badge, the CAF badge shall take precedence.
14. The following prescribed foreign qualification badges are authorized for wear on the CAF uniform:
- a. United States Army Ranger Badge (a cloth sleeve badge);
  - b. United States Army Special Forces Badge (a cloth sleeve badge);
  - c. United States Sapper Badge (a cloth sleeve badge);
  - d. United States Army Ranger Badge (metal pocket badge);
  - e. United States Army Special Forces Badge (metal pocket badge);
  - f. United States Air Assault Badge (a metal pocket badge);
  - g. Colombian Lancero Badge (a metal pocket badge); and
  - h. Brazilian Jungle Warfare Badge (a metal pocket badge).
15. Personnel who have been presented equivalent badges of allied countries as a result of qualifications obtained on a course prescribed by the CAF, and those who have been presented honorary qualification badges while attached to, or serving with the armed forces of an allied country, may wear the appropriate metal or cloth badge, on the right breast of the service dress and mess dress jacket only while on duty in the specific allied country, when subsequently working with the armed forces of the country or when attending a formal function sponsored by the country concerned. Foreign badges shall be positioned as follows:
- a. Navy (Blue Service Dress Jacket). Centred 0.6 cm (1/4 in.) below the name tag, displacing downward any command badge worn.

- b. Navy (High Collared White Jacket), Army and Air Force. Centred on the right breast pocket, above and evenly spaced with any command badge.
- c. Mess Dress. A single miniature metal foreign flying, or specialist skill badge may be worn on mess dress under the same circumstances as the full size version on service dress. Naval personnel may wear foreign miniatures, but only of a cloth format.

16. The approval of additional foreign specialty skill badges must follow the process outlined in below.

#### **STAFFING PROCEDURE FOR APPROVAL OF NEW BADGES**

17. Proposals for the creation of new flying or specialist skill badges shall be staffed in the following manner:

- a. all submissions for new badges must be sponsored by one or more of the three environmental commands (Royal Canadian Navy, Canadian Army, Royal Canadian Air Force) or the operational command (CANSOFCOM) through their Individual Training Authorities;
- b. if CANSOFCOM is the sponsoring command it must seek approval in principle from the three Environmental Commands to address DEU standardization;
- c. NDHQ Group and Branch/corps advisors wishing to propose the creation of a new Specialist Skill badge, must submit their proposal to the appropriate environmental commander(s) for sponsorship;
- d. the sponsoring environmental/operational commander(s), utilizing the criteria established in paragraph 1 will submit the proposal for a new badge to Canadian Defence Academy(CDA) for review. The proposal must include the Qualification Standard, Training Plan and description of the working environment of the new qualification;
- e. once CDA has reviewed the submission, it will be forwarded to NDHQ/DHH for comments, giving particular emphasis to implications for all of the distinctive environmental uniforms, for consideration by the National Defence Clothing and Dress Committee (NDCDC);
- f. NDCDC will review the submissions and make final recommendations to Chief Military Personnel based upon the criteria for creating a new badge and the suitability of the proposed badges;
- g. if approved, DHH will initiate the design phase with the Canadian Heraldic Authority;
- h. once the design has been approved by the CAF Inspector of Colours and Badges it will be sent to Director of Soldier Systems Program Management (DSSPM) for production and distribution.

## Aircrew Flying Badges



PILOT



AIR COMBAT SYSTEMS OFFICER



ASTRONAUT



LOADMASTER



SEARCH AND RESCUE TECHNICIAN



FLIGHT ENGINEER



AIRBORNE ELECTRONIC SENSOR OPERATOR



CADET PILOT\*



CADET GLIDER PILOT\*

\* Worn by Cadet Instructors Cadre (CIC) officers only.

Figure 3-3-1 Aircrew Flying Badges



Figure 3-3-2 Flight Crew Badges

## Specialist Skill Badges



CLEARANCE DIVER



SUBMARINER



COMBAT DIVER



PORT INSPECTION DIVER



SHIP'S AND SHALLOW WATER DIVER



DIVING MEDICAL



AMMUNITION TECHNICAL OFFICER



EXPLOSIVE ORDONACE DISPOSAL

Figure 3-3-3 Specialist Skill Badges



Figure 3-3-4 Specialist Skill Badges

**SECTION 4**  
**ENVIRONMENTAL, BRANCH AND**  
**REGIMENTAL INSIGNIA**

**GENERAL**

**1. Environmental Identifiers and Insignia**

- a. **Uniform Design.** The colour and cut of the Navy, Army and Air Force uniforms are themselves the principal environmental identifiers. See Chapter 5.
- b. **Buttons.** Buttons are worn on ceremonial, mess and service dress on an environmental basis. See paragraphs 20. to 24.

**2. Branch and Regimental Insignia**

- a. **Cap Badges.** All qualified CAF members (see paragraphs 3. to 14.) shall wear branch/corps cap badges, as detailed in Annex D, except:
  - (1) flag/general officers, who shall wear common flag/general officer badges;
  - (2) Army colonels, who shall wear a common badge for their rank – less those holding a Royal or honorary appointment, Chaplains, Legal, Dental and Medical personnel who wear the insignia of their branch or regiment;
  - (3) Chief Warrant Officer in Senior Appointments and those in Key Positions shall wear the military representation of the Arms of Canada; and
  - (4) members of the Armour and the Infantry Branches, who shall wear approved regimental cap badges.
- b. **Collar Badges**
  - (1) Only Army personnel are authorized to wear collar badges, except on No. 2D CAF Mess standard. (Navy occupation badges worn on the collars of service dress jackets are a different category of insignia. See Annex C).
  - (2) Army personnel shall wear approved collar badges on ceremonial, mess, and service dress tunics and jackets. See Annex D.
- c. **Shoulder Titles.** Army officers below the rank of colonel (less those holding a Royal or honorary appointment – see sub-sub-paragraph 2.a.(2)) and Army NCM's with the exception of those Chief Warrant Officers outlined in para 2 a(3) wear shoulder titles on either a branch, regimental, or unit basis, depending on their force component, unit, or uniform. See Section 5, paragraph 9. and Annex E.
- d. **Other Branch/Regiment Insignia**

- (1) **Air Force Officers.** Air force officers, less those noted below, shall wear a single-wing branch badge on the right breast in the same manner as for NCM occupation badges (see Annex C):
  - (a) Air Operations Branch officers do not wear a branch badge as such on their right breast. Aircrew and Flight Crew wear none. Other Air Operations Branch officers wear an occupation badge in lieu.
  - (b) Medical Branch officers shall wear the common branch metal badge noted in sub-sub-paragraph (2)(b) below.
- (2) **Medical Branch**
  - (a) Navy Medical Branch officers shall wear distinction cloth between rank insignia braid on ceremonial, mess, and service dress. See Annex D.
  - (b) Air force Medical Branch personnel shall wear a common metal branch badge above their name tag on service dress jackets and shirts only in a similar manner to chaplains' regulation metal faith group identifiers. See sub-sub-paragraph (3).
- (3) **Chaplain Branch.** Chaplains shall wear appropriate regulation faith group identifiers (i.e. Latin Cross, Crescent, Tablets with Star of David) on all orders of No. 3 dress. See details listed with other ecclesiastical items in Chapter 7.
- (4) **Headdress.** Distinctive headdress is worn on a branch, functional force or unit basis as detailed in Chapter 5, Section 1, paragraphs 2. to 6.
- (5) **Additional Army Insignia.** Army personnel may be authorized to wear other approved branch or regimental insignia, such as Highland regiment sporran badges. See chapters 5 and 6.

#### **ISSUE POLICY FOR BRANCH INSIGNIA**

3. Except as noted below, all personnel shall be issued the following badges on initial enrolment:
  - a. the CAF universal-pattern cap badge; and
  - b. the appropriate environmental buttons.
4. There is no universal-pattern collar badge for wear by army personnel on initial enrolment.
5. The following policy shall govern the issue to personnel of identifying cap and, where applicable, collar badges.
6. Combat arms (armour, artillery, engineer and infantry) personnel shall receive regimental cap and collar badges in accordance with regimental directives.

7. Component and Occupational Transfers. Members who have previously been qualified in their former occupation shall wear the cap badge of their new branch effective on the date of their component or occupational transfer. Members who were not qualified in their previous occupation shall wear the CAF universal pattern cap badge until they qualify for their new cap badge in accordance with the procedures established by the individual Branch Advisors.
8. Direct Entry officers of the Medical, Dental, Chaplain and Legal Branches, who enroll with all the necessary professional qualifications for the military occupation, shall be issued branch badges immediately upon commissioning.
9. Personnel commissioned from the ranks to a different CAF environment and issued the uniform of the new environment, shall wear the branch insignia consistent with their new DEU.
10. Officer Cadets of the Royal Military College of Canada (RMCC), other than UTPNCM cadets, shall wear RMCC badges during the academic year until they are commissioned. They shall be issued branch badges as appropriate on commencement of military occupation training, for wear only during the period of this training. Upon commissioning, they shall wear the insignia of the branch or regiment to which they are assigned.
11. Officer Cadets attending civilian academic institutions under a subsidized university education plan (CFAO 210-13 refers), shall be issued branch badges as appropriate on commencement of military occupational training.
12. UTPNCM cadets shall continue to wear their environmental uniforms, branch or regimental insignia until re-assigned.
13. ROTP officers who fail to qualify in their military occupation and are retained in the CAF to fulfill obligatory service, shall relinquish their branch or regimental insignia and shall wear the CAF universal pattern cap badge only, until their release.
14. Members of the Cadet Instructors Cadre (CIC) are issued with their Force components' insignia, which vary by environment, on enrolment.

#### **DETAILED GROUP INSTRUCTIONS**

15. **Flag/General Officers.** An embroidered cap badge, CAF pattern, flag/general officer, is provided for wear as follows:
  - a. Cap/Hat Service Dress, and Turban. A badge measuring 6.2 cm in height.
  - b. Beret and Wedge Cap. A badge measuring 4.2 cm in height.
16. **Senior Officers, Junior Officers, and Non-Commissioned Members**
  - a. A metal or embroidered branch cap badge and, where appropriate, metal collar badges shall be worn, except as specified in sub-paragraph b.
  - b. All senior and junior officers, and all CWOs or equivalent may wear optional wire embroidered versions of their authorized cap badge provided that the badge is identical in both dimension and design and conforms to the

approved pattern held by NDHQ/DHH. Regimental officers and Chief Warrant Officers shall conform to regimental direction.

17. **Naval Operations Branch.** Members of the Naval Operations Branch shall wear embroidered cap badges which reflect their rank as follows:
  - a. **Officers and CPO1**
    - (1) Cap/Hat Service Dress, and Turban. A wreath of gold maple leaves surrounding a silver fouled anchor with crown above. The outside dimensions are 80 mm broad by 75 mm high.
    - (2) Beret. A miniature of the same design with outside dimensions of 60 mm broad by 55 mm high.
  - b. CPO 1s in Key Positions and Senior Appointments shall wear an embroidered Coat Of Arms of Canada cap badge.
  - c. **CPO2, PO1, PO2.** A single laurel branch on each side of a silver fouled anchor with crown above. The outside dimensions are 50 mm broad by 70 mm high. This badge is worn on both the service cap/hat and the beret.
  - d. **MS and Below.** A silver fouled anchor surrounded by a braided line (rope) with crown above. The outside dimensions are 50 mm broad by 65 mm high. This badge is worn on both the service cap/hat and the beret.
18. **Armour and Infantry Branches**
  - a. All ranks with a regimental affiliation shall wear authorized regimental cap and collar badges regardless of whether regimentally or extra-regimentally employed.
  - b. New intake officers and recruits of these two branches who have not been assigned to a regiment, as well as certain personnel designated by the branch Advisers, shall wear the branch badges.
19. Cadet Instructors Cadre (CIC) Officers. CIC officers shall wear only approved CIC badges.

## **BUTTONS**

20. All navy personnel shall wear navy buttons.
21. Army personnel below the rank of colonel (less those holding Royal or honorary appointments – see sub-sub-paragraph 2.a.(2)) and CWO in Senior Appointment and Key Positions may wear approved branch or, for those in the Armour and Infantry Corps, regimental buttons as optional items. The designs, once approved and procured, shall be worn by all members in the same manner as are cap and collar badges. Army personnel not authorized branch or regimental buttons shall wear the Canadian Army buttons.
22. All Air Force personnel shall wear air force buttons.
23. Button sizes and locations of wear are detailed in Annex D.

## SECTION 5

### NATIONAL AND ORGANIZATIONAL BADGES

#### NATIONAL BADGES

1. **CANADA Badge.** Approved CANADA badges, embroidered on appropriate base cloth or slip-ons, shall be worn as detailed in Annex E.
2. **Miniature Canadian Flag**
  - a. The full-coloured miniature Canadian Flag measuring 5 cm x 2.5 cm shall be worn centred on the upper left sleeve of service dress jackets; short-sleeved shirts; field combat clothing coats, shirts and sweaters; and flying clothing as detailed in Annex E by personnel serving outside Canada when considered appropriate by the senior commander concerned, and by those assigned to:
    - (1) peacekeeping;
    - (2) observation; or
    - (3) humanitarian operations outside Canada.
  - b. In garrison or on base undertaking day to day activities or not deployed to conduct field training or operations the hook and loop red and white Canadian Flag shall be used.
  - c. All personnel conducting field training or specific operations where camouflage and concealment is required shall use the hook and loop subdued monochrome green Canadian Flag.
  - d. When making flag selection for a particular day, camouflage and concealment for operations or field training shall take precedence. No requirement will exist for the change of flag display during movement between garrison and the field.
  - e. Individuals and units posted overseas or on overseas operational deployments shall use the red and white Canadian Flag unless in the opinion of the commander of the theatre of operations the subdued flag is more appropriate given the local conditions.

#### COMMAND, FORCE AND FORMATION BADGES

3. **General**
  - a. Command, force and formation badges indicate common command and shared identity among all members of an organization.
  - b. Subject to the detail of succeeding paragraphs, an all or none policy applies to the wearing of these badges by members of a particular organization. Command, force and formation badges are not worn by persons holding Royal or honorary appointments, (see Chapter 2, Section 1, paragraphs 51 and 52).

- c. Only one pocket badge (command, combined headquarters) shall be worn to indicate the organization in which an individual is serving, with the SHAPE badge taking precedence over command badges.
4. **Command Badges.** Subject to the approval of each commander, metal and enamel command badges of approved design shall be worn on the service dress jacket as indicated in Figure 3-5-1.
5. **Combined Headquarters Badge.** Badges for combined headquarters (e.g., SHAPE, NORAD, SNFL) shall be worn by personnel while assigned to these headquarters in the same manner as for command badges (Figure 3-5-1) or in such other manner as may be prescribed by headquarters regulations if compatible with these instructions.
6. **United Nations and Multinational Force Sleeve Badges.** United Nations and multinational force badges shall be worn by personnel serving with the UN or a multinational force in a designated theatre, centred on the upper right sleeve of service dress short-sleeved shirts and jackets, field combat clothing and flying clothing as detailed in Figure 3-5-1 and Annex E, replacing formation patches, where applicable.
7. **Army Formation Patches**
  - a. Authorized formation patches shall be worn on Army service dress by all personnel on the posted strength of a formation. For historical reasons Canadian Army formations are authorized formation patches.
  - b. Formation patches will be worn on the upper sleeves of the service dress jacket with the senior formation patch worn on the left sleeve, as detailed in Figure 3-5-1 and Annex E. The location of the patch may be adjusted if branch/regimental shoulder titles or other authorized badges are worn above. The amount of adjustment, if required, shall be determined by the formation commander.
  - c. Independent brigade groups allocated on an interim basis to a higher field formation shall wear the higher formation's patch on the right sleeve and their own patch on the left.

## **UNIT IDENTIFIERS**

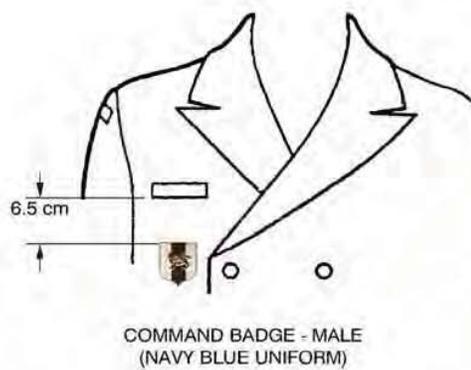
8. Purpose and Control. Unit identifiers mark group membership and foster cohesion and pride.
9. Army Service Dress and CAF Operational Clothing Unit Identifiers
  - a. Service Dress Unit Shoulder Titles. Shoulder titles indicate either unit (applies to Army Reserve unit personnel) or branch/corps/regimental identity (see also Section 4, sub-paragraph 2.c.). They are worn by army members in orders of dress 1 and 3. Authorized abbreviated shoulder titles shall be worn as detailed in Annex E.
  - b. Operational Clothing Titles: Worn on slip ons or patches in accordance with Command directives.

- c. Music Branch members normally wear the shoulder titles "MUSIC" or "MUSIQUE". Although for heritage reasons most bands are closely identified with other branches or functional units and use the shoulder titles of those organizations.
- d. Shoulder titles shall reflect the official language of the unit concerned, i.e.:
  - (1) in English or French language units, the language of the unit; and
  - (2) in bilingual units and for individually employed personnel, a personal choice of French or English identifiers.
- e. Army service dress shoulder titles and cloth titles for operational clothing are available through the Consolidated Clothing.

10. **Unit Badges.** Unit badges are optional items.

- a. **Flying Squadron and Other air force Unit/School Badges.** Squadron and other similar badges may only be worn on flying clothing. Instructions for wear are issued by Commander, Royal Canadian Air Force.
- b. **Combat Training Centre (CTC) School Badges.** The following CTC school badges are authorized for wear on the right breast of army service dress as detailed in Annex E:
  - (1) **Royal Canadian Armour Corps School.** All army personnel on the establishment of the Armour School shall wear a single Armour Branch metal collar badge.
  - (2) **Infantry School.** All army personnel on instructional staff of the Infantry School shall wear the Infantry Instructor Badge.
- c. **Naval Unit Badges.** Naval unit badges shall be worn on the naval combat dress jacket only. Approved badges shall be:
  - (1) embroidered reproductions of the official unit badge or the badge device;
  - (2) made of washable material and of good quality and appearance;
  - (3) 6.3 cm in height, including the base cloth; and
  - (4) worn only while personnel are on posted strength of the unit.
- d. **Corps/Branch Directors, Corps RSM/CWOs and Colonel Commandants.** Members holding such key positions within a Corps/Branch and therefore having no way of being distinguished as a member of the Corps/Branch through service dress accoutrements, may be authorized to wear a badge as determined by the Branch/Corps.

## Division/ Command Formations/Badges



Note

1. All badges are centered on shoulder seam

Figure 3-5-1 Division/Command/Formation/Badges

## SECTION 6

### DISTINGUISHING INSIGNIA AND AWARDS

#### 1. DISTINGUISHING INSIGNIA:

- a. **Sea Service Insignia:** The Sea Service Insignia is awarded to CAF personnel for recognition of time at sea. The insignia is metal for service dress shirts, high collar whites, mess dress and embroidered on melton cloth for service dress jackets. There are four levels of insignia, gun metal, bronze, silver, and gold. The level of insignia that is presented is dependant on the amount of time spent at sea, as determined by RCN. The insignia is illustrated in fig 3-6-3, and eligible personnel shall wear the insignia as detailed at Annex F.
- b. **Space Insignia.** The Space Insignia is awarded to CAF personnel of the Space OSS AKUK or AKUJ for recognition of skills and experience in the CAF Space community. The award of the insignia will be contingent on successful completion of the Space Operations Course (ABJW) or the foreign equivalent; site-specific training or OJT; and a (attached) posting to an established space billet for no less than 365 days (cumulative). The insignia is illustrated in fig 3-6-3, and eligible personnel shall wear the insignia as detailed at Annex F. The badge may continue to be worn following the end of employment in a space billet.

#### AWARD BADGES:

2. The following award badges shall be worn by authorized members as detailed in Figure 3-6-1 and Annex F:
  - a. **Championship Badge.** A brass and silver coloured miniature metal rifle, awarded to each member of the Canadian Forces Unit Championship Rifle Teams, Regular and Reserve, upon being declared winners of the Letson Trophy or the Clarence R. Smith Trophy respectively. CFAO 50-15 refers.
  - b. **Safe Driver Award.** Safe Driver awards are for all master corporals, corporals, privates and DND civilian employees. On promotion to sergeant, personnel may continue to wear the Safe Driver pin for which they last qualified but shall not be eligible for further awards. Same rules apply for all commissioned or occupational transfers. The metal pin consists of the bronze, silver, gold and finally platinum maple leaf, centred by a wheel and the base inscribed with the amount of kilometres collisions free. The pin is awarded in recognition of the indicated number of kilometres of accident free driving.
  - c. **The Duke of Edinburgh's Award.** Awarded to members of participating organizations, including cadet corps, whose members are between the ages of 14 and 25 years and who, as individuals, are participating in the Duke of Edinburgh Award Scheme. The oval shaped metal pin, displaying

the cypher of HRH, The Duke of Edinburgh, is awarded in bronze, silver or gold, depending upon the level of the award achieved. Awards shall be worn on the service dress jacket, but only when initially receiving the pin or when parading before HRH, The Duke of Edinburgh, on subsequent occasions.

- d. **The (Gold) Order of St. John Pin.** Awarded to individuals by the Order of St. John for meritorious acts. The pin shall be worn on the service dress jacket only when initially receiving the pin, and on all future occasions when the recipient is present at an Order of St. John function or activity.

#### **MARKSMANSHIP BADGES:**

3. Army marksmen of the rank of Sergeant and below who have qualified as a first class shot or marksman, based on annual classification results for the service rifle, are authorized to wear the appropriate marksmanship badge, embroidered in CF gold on rifle green melton cloth, on service dress jackets (see Figure 3-6-2 and Annex F). If the member does not re-qualify as a first class shot, or marksman within one calendar year, the badge shall be removed.

#### **WOUND STRIPES**

4. Are for physical injuries received in operations prior to 7 Oct 01 are worn. Wounds stripes have been superseded by the Sacrifice Medal. Recipients of the Sacrifice Medal shall not wear the Wound Stripe unless they have qualified for the badge as a result of wounds received before 7 Oct 01.

## Award Badges



CHAMPIONSHIP BADGE  
(LETSON TROPHY OR CLARENCE R. SMITH TROPHY)

A brass and silver coloured miniature metal rifle awarded to each member of the two CF Unit Rifle Teams. (Regular and Reserve)



DUKE OF EDINBURGH AWARD

An oval shaped metal pin, displaying the cypher of HRH The Duke of Edinburgh, in bronze, silver or gold depending on the level of the award achieved.



MASTER DRIVER (PLATINUM) 750 000 km



GOLD 500 000 km



SILVER 400 000 km



BRONZE 250 000 km

The metal pin consists of the bronze, silver, gold and finally platinum maple leaf, centred by a wheel and the base inscribed with the amount of kilometers collisions free.



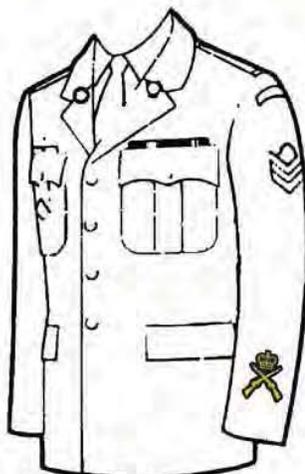
THE (GOLD) ORDER OF ST. JOHN

**NOTE**

Badges are illustrated in actual size.

Figure 3-6-1 Award Badges

## Marksmanship Badges



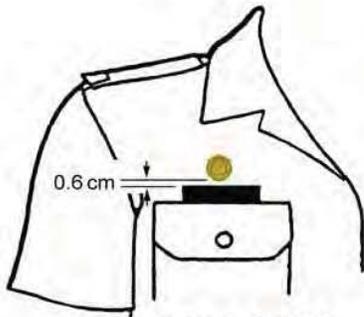
MARKSMAN



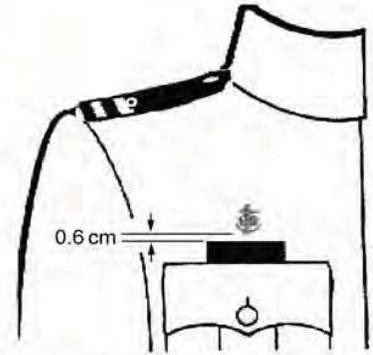
FIRST CLASS SHOT

Figure 3-6-2 Marksmanship Badges

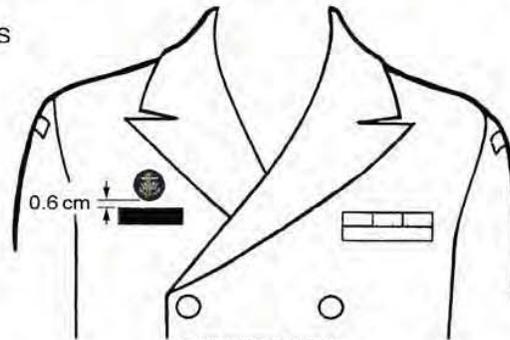
## Distinguishing Insignia



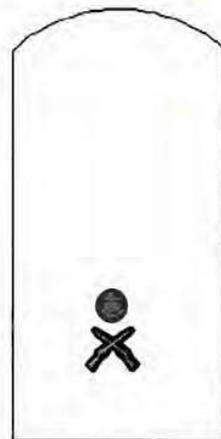
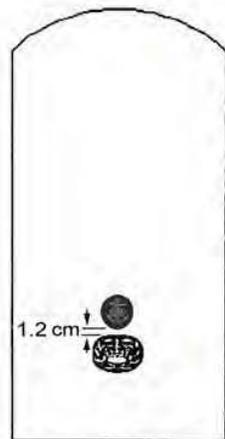
SHORT SLEEVE SHIRTS



WHITE HIGH COLLAR



NAVY TUNICS



ARMY AND AIR FORCE TUNICS

Positioned 12 cm above the bottom of the sleeve or 1.2 cm above any existing badge.

Figure 3-6-3 Distinguishing Insignia

## SECTION 7 ACCOUTREMENTS

### GENERAL

1. The following items are authorized for wear with ceremonial and service dress uniforms:
  - a. aiguillettes (see paragraphs 3. to 9.);
  - b. Royal cyphers and personal badges (see paragraphs 10. to 18.);
  - c. ceremonial belts, slings, and related equipment (see paragraphs 19. to 22.);
  - d. swords and pistols (see paragraphs 23. to 27.);
  - e. sashes (see paragraphs 28. to 31.);
  - f. pace sticks and canes (see paragraphs 32. to 34.); and
  - g. mourning bands (see paragraphs 35. to 39.).
2. The following items are worn with various uniforms:
  - a. name tags/tapes (see paragraphs 40. and 41.);
  - b. symbols authorized for wear on Remembrance Day (see paragraphs 42-44.); and
  - c. brassards.

### AIGUILLETES

3. Aiguillettes may be worn in the CAF by:
  - a. vice-regal personages on ceremonial, mess and service dress, based on the traditional dress of designated headquarters staff appointments; and
  - b. all others to indicate an officer appointed to be in attendance on a designated dignitary or flag/general officer.
4. The shoulder on which an aiguillette is worn indicates the appointment category as follows:
  - a. **right shoulder version** – Royal and vice-regal personages and those holding personal appointments to these dignitaries. The aiguillette is always worn in conjunction with the Royal Cypher or personal badge;
  - b. **left shoulder version** – Appointments to another military or civilian principal.
5. The ceremonial aiguillette (gold metallic, standard two-tag design) shall be worn with ceremonial, service, and mess dress, by officers on the following occasions:

- a. ceremonial or formal occasions, when in attendance on the person to whom they are appointed, or when ordered to do so by appropriate authority;
  - b. when attending a formal, official, or public function by reason of their appointment; and
  - c. by CAF attachés/advisers and assistant attachés/advisers, in accordance with sub-paragraph 5.b.
6. The duty pattern aiguillette (gold braided rayon cord, in a short shoulder loop with one suspended tag) is authorized for wear with No. 3 order of dress only, on occasions of a non-ceremonial or informal nature and during routine duties.

**NOTE**

Obsolete ceremonial and duty patterns braided with a coloured stripe matching the wearer's winter DEU may be worn, until replaced, by members holding appointments to Lieutenant-Governors of provinces and military and civilian principals.

7. Aiguillettes may be worn with short-sleeved orders of dress (both normal service dress and tropical tans), in hot climates in accordance with local protocol and international practice.
8. Officers are authorized to wear aiguillettes when filling the following appointments:

| <b>Principal</b>   | <b>Appointment</b>   | <b>Pattern to be Worn</b>                          |
|--|--|--|
| <p>Her Majesty The Queen and other members of the Royal Family</p> <p>Heads of Foreign States</p> <p>The Governor General</p> <p>The Governor General as Commander-in-Chief</p> <p>Lieutenant-Governors of Provinces</p> | <p>Aide-de-Camp-General</p> <p>Aide-de-Camp</p> <p>Honorary Chaplain</p> <p>Honorary Surgeon (QHS)</p> <p>Honorary Physician (QHP)</p> <p>Honorary Dental Surgeon (QHDS)</p> <p>Honorary Nursing Officer (QHNO)</p> <p>Equerry</p> <p>Aide-de-Camp</p> <p>Aide-de-Camp</p> <p>Honorary Aide-de-Camp</p> <p>Other military members of the Governor General's household</p> <p>Chief of the Defence Staff</p> <p>Honorary Aide-de-Camp</p> | <p>Ceremonial right shoulder pattern.</p>          |
| <p>Head of Mission</p> <p>Minister of National Defence</p>   | <p>Canadian Armed Forces Attachés/Advisers</p> <p>Assistant Canadian Armed Forces Attachés/Advisers</p> <p>Minister's Staff Officer</p>  | <p>Ceremonial or duty patterns, left shoulder.</p> |

| Principal  | Appointment   | Pattern to be Worn                                 |
|--|---|--|
| <p>Serving Officers of the CAF in the rank of, or equivalent to:</p> <ul style="list-style-type: none"> <li>a. General;</li> <li>b. Lieutenant-General;</li> <li>c. Major-General;</li> <li>d. Brigadier-General when holding a position of command in: <ul style="list-style-type: none"> <li>(1) The CAF,</li> <li>(2) NATO, or</li> <li>(3) NORAD.</li> </ul> </li> </ul> | <p>Flag Lieutenant Commander<br/> Flag Lieutenant<br/> Aide-de-Camp<br/> Executive Assistant<br/> Staff Officer Temporary appointment to a principal</p>  | <p>Ceremonial or duty patterns, left shoulder.</p> |
| <p>Serving Officers of the CAF in the rank of Brigadier-General or equivalent, other than those listed previously</p> <p>Ministers of the Crown</p> <p>Visiting military or civilian officials</p> <p>Dignitaries of other countries</p>   | <p>Officers appointed as Personal Assistants to a Principal, during official visits or inspections by:</p> <ul style="list-style-type: none"> <li>a. a CAF officer;</li> <li>b. a senior Canadian government official;</li> <li>c. a visiting military or civilian official; and</li> <li>d. dignitaries of other countries.</li> </ul> | <p>Ceremonial or duty patterns, left shoulder.</p> |

9. Illustrations and instructions for the wear of aiguillettes are in Annex G.

#### **ROYAL CYPHERS AND PERSONAL BADGES**

10. Cyphers and badges shall be worn on all appropriate orders of dress, less occupational dress, by those officers holding personal appointments to the principals listed below and with the exception of operational dress, always worn with the aiguillette. Cyphers and personal badges are of gilt metal when worn

with orders of dress 1, 2, or 3. Embroidered cyphers and badges are worn as an exception with operational clothing. The distinguishing cyphers and badges shall not be worn by CAF members after they cease to hold the personal appointments.

11. **Her Majesty The Queen.** The shoulder device is a Royal Cypher surmounted by the Crown, both of gilt metal. Two sizes of the Royal Cypher have been approved as follows:
  - a. a large Cypher, 3.1 cm high and 3.1 cm wide, including a fixed Crown, for wear with ceremonial and service dress uniforms, topcoats (gabardines) and rain-coats; and
  - b. a small Cypher, 2.4 cm high and 2.4 cm wide, including a fixed Crown, for wear with mess dress.
12. **His Royal Highness The Duke of Edinburgh.** The shoulder device is HRH Prince Philip's cypher (two scripted letters "P" back to back) surmounted by a ducal coronet. The cypher is 2.5 cm high and 2.5 cm wide and the coronet 0.6 cm high and 1.2 cm wide. The cypher is of gilt or silver and is authorized for wear with ceremonial, service and mess dress uniforms, as well as on corresponding outerwear.
13. **His Royal Highness The Prince of Wales.** The shoulder device is the bronze coloured badge of the heir apparent. The badge exists in only one size for wear with ceremonial, service and mess dress uniforms, as well as on corresponding outerwear.
14. **Other Members of the Royal Family.** If an officer is appointed to serve any other member of the Royal Family, advice should be sought from NDHQ/DHH to determine which badge or cypher, if any, should be worn. See also paragraph 16.
15. **Vice-Regal Principals**
  - a. **The Governor General.** The shoulder device for the Aides-de-Camp to the Governor General is the badge of the Governor General, which is the Crest of the Arms of Canada, in gold coloured (gilt) metal. The device has left and right shoulder patterns (the lions to face forward), its dimensions being 30 mm square, and is worn at the base of the shoulder strap on the service dress jacket. See also paragraph 18., and for comparison, the details of appointment insignia for the Governor General as Commander-in-Chief in Section 2, paragraph 1.
  - b. **Lieutenant-Governors.** The shoulder device for the Honorary Aides-de-Camp to a Lieutenant-Governor is the shield of the Provincial Arms surmounted by the Crown, normally produced in metal. For method of wear, see paragraph 17.
16. **Acquisition.** The approved cyphers and badges are not a service issue. They are obtained from the Royal or vice-regal household. Officers appointed to serve Royal or vice-royal personages may correspond directly with the appropriate

military or private secretary on these matters. If required, advice on addresses can be obtained from NDHQ/DHH. Commercial suppliers may also be able to provide cyphers, however, this could be both expensive and result in an incorrect design. The Royal's personal staff normally ensure quality control.

#### 17. Method of Wear

- a. Officers below flag/general officer rank shall wear cloth shoulder-straps on ceremonial, service and mess dress jackets, on which the cyphers and badges are authorized to be worn. On jackets which are not normally equipped with shoulder-straps, plain shoulder-straps of the pattern worn by general officers, less badges of rank, shall be felled onto both shoulders, at the shoulder seams, and shall be fastened at the collar ends by means of 26-ligne buttons. Cyphers and badges shall then be centred on both straps, 2 cm above the shoulder seam or just above a metal shoulder title. When worn on the shoulder straps of officers of flag/general rank, cyphers and badges shall be placed at the bottom of the strap, below the lowest maple leaf, evenly and centrally displayed, with the bottom of the cypher or badge being even with the bottom edge of the strap.
- b. When worn on the shoulder-straps/boards of army Nos. 2 and 2A mess orders of dress, and on slip-ons worn on the shoulder-straps of navy, army and air force topcoats (gabardines), raincoats and short-sleeved shirts, the bottom edge of the cypher or badge shall be centred and even with the lower edge of the lowest row of rank braid. If difficulties are encountered in fitting the cypher on the shoulder strap/board obtained from the household or commercial supplier, the matter may be referred to NDHQ/DHH for tailoring assistance.
- c. When worn on gold plaited shoulder cords, cyphers and badges shall be evenly and centrally displayed with the bottom of the cypher or badge as close to the bottom edge of the shoulder cord as possible.

#### 18. Shoulder Boards – Household Appointments to the Governor General

- a. Shoulder boards and straps, worn in the manner described in paragraph 17., are approved for wear with the following orders of dress:
  - (1) **No. 1, 1A and No. 2 orders** – shoulder boards of appropriately coloured shell material, with the Vice-Regal Badge in gold embroidery;
  - (2) **No. 1B, 1C, 1D, No. 2 (Army) and No. 2A orders** – shoulder straps/ boards of appropriately coloured shell material, with the Vice-Regal Badge in gilt metal; and
  - (3) **No. 3 order – (Navy and Air Force)** – shoulder straps of appropriately coloured shell material, with the Vice-Regal Badge in gilt metal.
- b. Provision shall be as arranged by Government House.

- c. The embroidered badges shall be worn only by Regular Force officers holding household appointments to the Governor General.

#### **CEREMONIAL BELTS, SLINGS AND RELATED EQUIPMENT**

19. CAF patterns of white ceremonial belts, rifle slings, pistol holsters and bayonet carriers are authorized for wear with ceremonial orders of dress, including over topcoats (gabardines), as appropriate.
20. Detachable waist belt hooks are provided to support the CAF pattern white belt, when worn with service dress jackets (see Figure 3-7-1).
21. A universal-pattern gold-plated, stamped brass buckle, displaying the CAF badge, is provided for wear with the white ceremonial belt. Units may wear an approved branch/regimental pattern brass buckle as an optional item in lieu.
22. Rifle and Armour regiments may wear black accoutrements as optional items instead of white.

#### **SWORDS AND PISTOLS – CEREMONIAL OCCASIONS**

23. Officers, chief petty officers first class (CPO1) and chief warrant officers (CWOs) wear swords or pistols with ceremonial orders of dress, No. 1, 1B and 1C. Non-commissioned members other than CPO1s and CWOs may also be ordered to wear swords or pistols when unit custom so dictates.
24. **The following swords are provided for use as required:**
  - a. Navy officer pattern, gold and navy blue sword knot, with black sword belt and slings, for use by Navy officers, including flag officers and CPO 1;
  - b. universal pattern (infantry), for use by Army members and other Navy NCMs;
  - c. air force pattern, gold and light blue sword knot, with white sword belt and slings, for use by Air Force personnel, including general officers, and CWOs; and
  - d. flag/general officer's scimitar, for use by the Chief of the Defence Staff.
25. Approved branch/regimental patterns of swords may be worn as optional items by army members. Sword belts, slings and knots shall be the CAF standard pattern or an approved regimental pattern as an optional item. The belt shall be fastened by a waist buckle displaying either the CAF or, as an optional item, a branch or regimental device.
26. CAF standard pattern sword belts are equipped with slings, metal furnishings and a hook to suspend the scabbard when worn outside of the jacket. The belt is held in position on army and air force jackets by removable metal waist belt hooks inserted into two slots, which are located at the waist line on the jacket side seams (see Figure 3-7-1). The sword belt is worn under the navy jacket at all times, and may be worn under the army jacket or full dress great coat by branches/regiments, in accordance with branch/regimental customs.
27. Pistols shall be worn on the left side.

## **SASHES**

28. These accoutrements indicate rank and authority.

### **29. Officer and CWO Rank Sashes**

- a. Approved officer rank sashes (worn also by CWOs) are authorized for wear with Royal Military College of Canada (RMCC), infantry, and Air Force full dress (No. 1B), and all army undress, (optional No.1C and 1D – authorized for wear by RMCC officer cadets and the Army Reserve only) where cross belts are not worn.
- b. Officers and CWOs shall wear waist sashes fastened on the left hip, except those in kilted units, who wear sashes over the left shoulder falling off the right hip.
- c. Princess Patricia's Canadian Light Infantry officers and CWOs and those in kilted units may wear sashes while carrying swords with No. 1 order of dress.

### **30. Warrant Officer and Sergeant Rank Sashes**

- a. Approved warrant officer and sergeant shoulder rank sashes are authorized for wear with RMCC, infantry, and air force (see subparagraph 31.b.) ceremonial orders of dress at all times, and with No. 2B mess service dress and No. 3 service orders while on unit duty in accordance with environmental and regimental policy.
- b. The shoulder sash is worn from the right shoulder falling off the left hip, unless worn in conjunction with a Scottish broad sword shoulder belt, when it is worn from the left shoulder falling to the right. Sashes are worn over trouser and waist belts, over greatcoats and topcoats (gabardines) when a waist belt is also worn overall as a ceremonial accoutrement.

### **31. Sash Colours**

- a. RMCC and army sashes are crimson or scarlet, depending on the rank group, except as noted:
  - (1) the RMCC cadet wing commander wears a crimson sash with gold tassels;
  - (2) foot guard officers wear a crimson and gold sash on state occasions; and
  - (3) officers of Les Fusiliers Mont-Royal wear a "fléchée" sash.
- b. Air force sashes are deep maroon and only worn by pipe band members.

## **PACE STICKS AND CANES**

32. Canes may be carried routinely and during ceremonial activities by senior disciplinarians CPO1 and CWOs at Royal Military College of Canada Training schools, Brigade, Base, Divisional Support Groups and units where canes are customarily carried.

## **NOTE**

Canes are not customarily carried by navy or air force personnel.

33. Pace sticks are an “aid to drill” and may be carried by WOs and NCOs during the conduct of, evaluation of, and in preparation for drill lessons, practices.
34. Personnel holding equivalent appointments in other commands may carry canes with the approval of the commander of the command.

## **MOURNING BANDS**

35. A mourning band is an adjustable black crepe band, 9 cm wide, worn on ceremonial and service dress jackets and on the topcoat (gabardine) and raincoat, midway between the elbow and shoulder on the left sleeve. The wearer is thus seen to “wear mourning”; court, service, or private. See QR&O 17.15, 17.16 and 17.17.
36. Mourning bands shall be worn on the uniform by:
  - a. officers on specified duty when the court is in mourning (see QR&O 17.15);
  - b. officers when service mourning is directed (see QR&O 17.16); and
  - c. officers, CPO1s and CWOs participating in a military funeral or memorial service (see QR&O 17.17).
37. Mourning bands may be worn by officers or non-commissioned members at a private funeral in the event of personal bereavement.
38. Mourning bands shall not be worn at the unveiling of memorials, Remembrance Day services, or similar ceremonies.
39. Mourning bands shall be removed immediately upon leaving the place of interment or memorial service, unless worn in accordance with instructions for court or service mourning.

## **NAME TAGS AND TAPES**

### **40. Name Tags**

- a. Standard CAF name tags shall be detachable, made of black and white (for navy and army personnel) or air force blue and white (for air force personnel) laminated plastic plate 6.3 cm in length and 1.2 cm in height, inscribed with white lettering 0.6 cm high, and shall indicate the surname of the member only. They shall be acquired through the CAF Supply System.
- b. Name tags shall be worn with ceremonial (other than full dress and army undress), service, and occupational orders of dress as detailed in Annex G, and Chapter 7.
- c. Personnel on the staff of, or assigned for duty to Integrated Headquarters (e.g., SHAPE, SACLANT and NORAD), shall wear name tags as detailed by the commander concerned.

41. **Name Tapes.** Two styles are authorized. Both are acquired through the supply system. Both are worn as detailed in Annex G.
- a. **Type A – CADPAT.** In Enhanced Visibility or environmental subdued colours: 1 cm high embroidered letters on a 2.5 cm high tape. Tactical flight suit description: 1 cm high embroidered letters on a 5.1 cm high tape. Surname and environmental identifier (navy, fouled anchor; army, crossed swords; air force, eagle) only.
  - b. **Type B – Environmental Colours.** Worn on all other clothing requiring a name tape: occupational clothing, naval combat dress and flying clothing. Description: 1.0 cm high embroidered letters on a 2.5 cm high tape available in the three environmental uniform colours. Surname and element only, except for Medical Technicians while employed in a hospital whereas the rank is also displayed on the nametape.

## REMEMBRANCE DAY AND COMMEMORATIVE SYMBOLS

42. **The Royal Canadian Legion Poppy.** The red poppy is an emblem of the RCL and is used to commemorate Canadians who died in battle. CAF members shall wear the poppy on all uniforms from the last Friday in October until Remembrance Day (November 11th), and are encouraged to wear it when attending any event whose main purpose is to commemorate Canadians who died in battle. Positioning of the poppy is illustrated in Figure 3-7-2 thru Figure 3-7-4.
43. **The Forget-Me-Nots.** The wearing of the Forget-Me-Not flower is authorized for members of The Royal Newfoundland Regiment and their military guests for any event held on or around 1 July of each year, to commemorate the action at Beaumont-Hamel. Positioning of the Forget-Me-Nots is as the positioning of the poppy.
44. **UN Blue Beret/MFO Orange Beret.** The wear of the UN or the MFO beret is authorized for CAF personnel who have served on a UN or MFO mission only on the National Peacekeeping Day and by individuals currently serving on a UN or a MFO mission. The National Peacekeeping Day is the 9<sup>th</sup> of August.
- a. Authority to wear these force identifiers on other occasions must be requested from the international organization concerned via NDHQ/DHH through the chain of command. As much warning time as possible should be given since international military staff are slow to respond to such special-request administrative matters. Units tasked to provide guards or vigils are to turn out appropriate numbers of personnel wearing normal uniforms and with current weapons and equipment, as for any military task. The task is for a guard and/or vigil party, not re-enactment of one type of past peacekeeping duty.
  - b. Eligible personnel who wish to wear this headdress and require a replacement UN beret may purchase one at no cost to the public by submitting a formal request to the nearest supply section

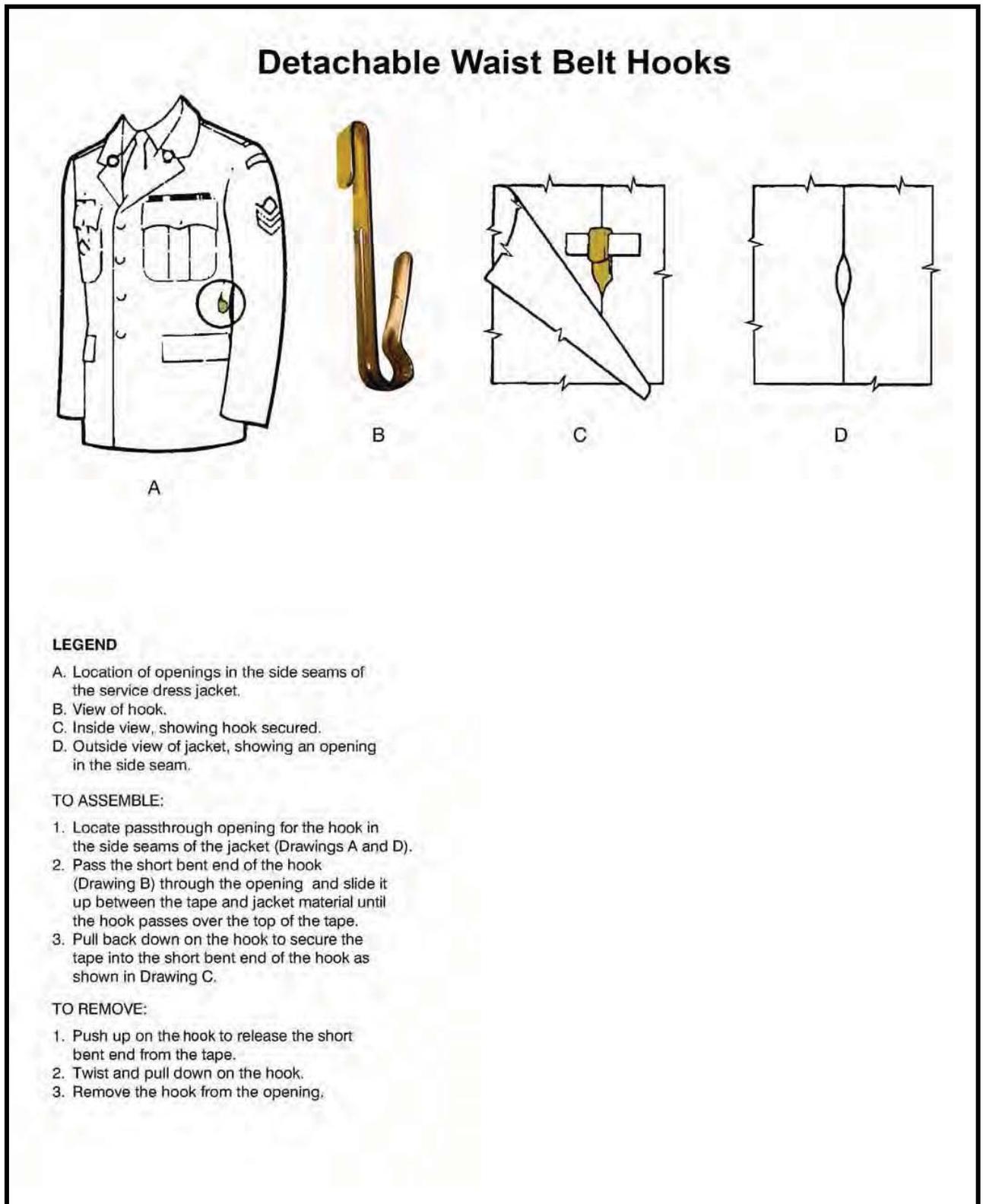
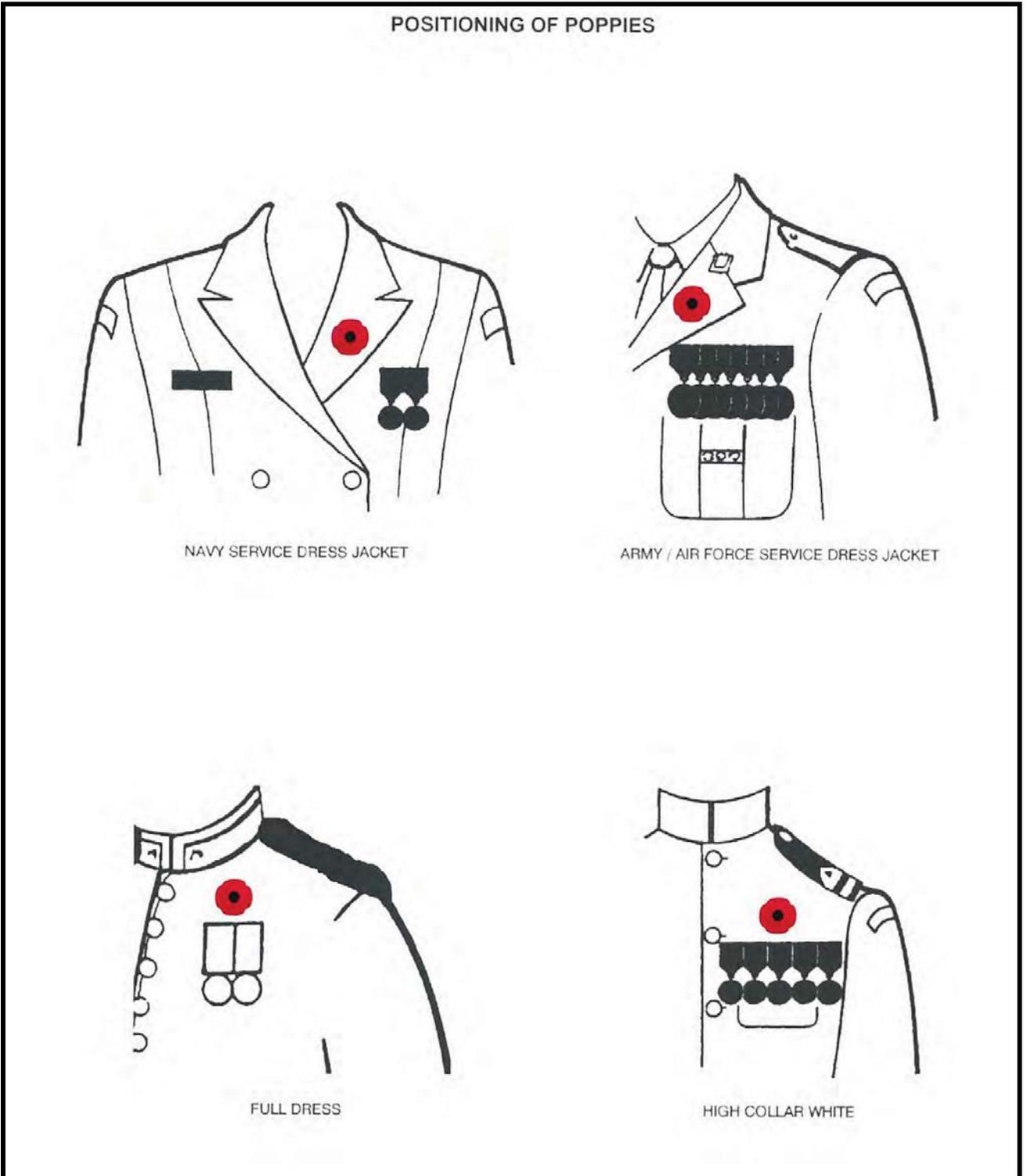


Figure 3- 7-1 Detachable Waist Belt Hooks



**Figure 3-7-2 Positioning of the Poppy**

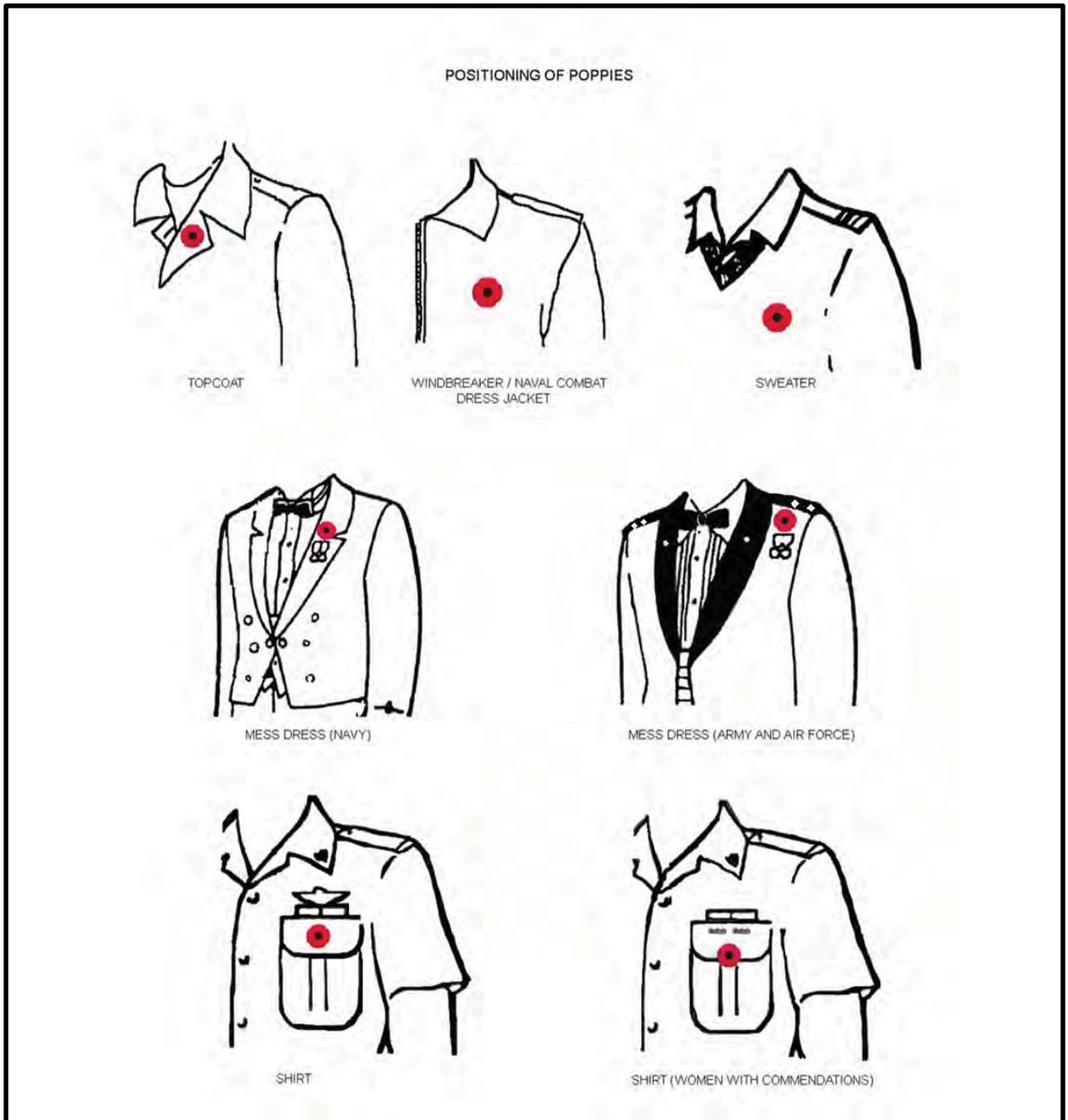


Figure 3-7-3 Positioning of the Poppy

## Positioning of the Poppy



GORE-TEX AIR AND NAVY COMBAT JACKET



RAIN JACKET \ NAVAL WIND AND RAIN JACKET



SLIP-ON CADPAT



ARMY COMBAT JACKET



DEU PARKA

Figure 3-7-4 Positioning of the Poppy

**ANNEX A**  
**RANK INSIGNIA AND APPOINTMENT BADGES**

| Description                               | Worn With  | Where Worn  |
|---|--|---|
| 1. Flag and general officer rank insignia | <p>a. Navy: No. 2 jacket; and tailcoat</p> <p>b. Navy: No. 2A jacket</p> <p>c. Army: No. 2 jacket</p> <p>d. Army: No. 2A jacket</p> <p>e. Air force: No. 2 jacket</p> <p>f. Air Force: No. 2A jacket</p> <p>g. No. 3 jacket</p> <p>h. Shirts, sweater and outer garments</p> | <p>(1) Embellished gold sleeve lace.</p> <p>(1) Embroidered rank insignia sewn on shoulder boards covered with gold flag-officer's braid on navy blue doeskin cloth.</p> <p>(1) Embroidered on mid-night blue shoulder straps.</p> <p>(2) 12.7mm gold lace border on shoulder straps.</p> <p>(1) Embroidered on mid-night blue removable epaulette.</p> <p>(2) 12.7mm gold lace border on epaulette.</p> <p>(1) As for No. 3 jacket.</p> <p>(1) Embroidered on removable shoulder boards of midnight blue or light blue shell cloth.</p> <p>(1) Broad width (and as applicable) narrowbraid, sewn on each sleeve with the bottom edge of the braid 5 cm above the bottom of the sleeve.</p> <p>(2) Embroidered or pinned insignia worn on shoulder straps.</p> <p>(3) Gorget patches for Army general officers sewn on jacket lapels.</p> <p>(1) Loom-embroidered on environmental slip-ons, worn on shoulder straps, with insignia positioned as for senior and junior officers.</p> <p>(2) Gorget patches worn on both short sleeve and long sleeve shirt collar in all orders of No. 3 dress except while wearing a tunic.</p> |

## ANNEX A

## RANK INSIGNIA AND APPOINTMENT BADGES (Cont)

| Description  | Worn With   | Where Worn  |
|--|---|---|
| 1. Flag and general officer rank insignia                    | i. Navy: Nos. 1C and D jacket; shirt, short-sleeve, white   | (1) Embroidered rank insignia sewn on shoulder boards covered with gold flag officer's braid on black polyester cloth, underside to be white.   |
| 2. Senior and junior officer and officer cadet rank insignia | <p>a. Navy: No. 2 jacket; and tailcoat (Capt(N) only)</p> <p>b. Navy: No. 2A jacket</p> <p>c. Army: No. 2 jacket</p> <p>d. Army: No 2A jacket</p> | <p>(1) Embellished gold sleeve lace.</p> <p>(1) Embellished gold sleeve lace, worn on removable shoulder boards of navy blue doeskin cloth.</p> <p>(1) Embroidered rank insignia on shoulder straps.</p> <p>(2) Senior officers may wear 0.4mm gold soutache border on shoulder straps.</p> <p>(1) Pinned rank insignia on shoulder straps.</p> |



**ANNEX A  
RANK INSIGNIA AND APPOINTMENT BADGES (CONT)**

| Description   | Worn With  | Where Worn  |
|---|--|---|
| <p>2. Senior and junior officer and officer cadet rank insignia (Cont)</p>  | <p>h. Shirts, sweater, operational clothing and outer garments</p> <p>i. Navy: Nos. 1C and D jacket (optional); and shirt, short-sleeve, white</p> | <p>(1) Rank insignia-sewn on environmental or operational clothing slip-ons and patches, commencing 0.6 cm above the loom embroidered CANADA title or approved cloth branch/corps/regimental/unit title.</p> <p>(2) Army colonels: Gorget patches worn on both short sleeve and long sleeve shirt collar in all orders of No. 3 dress except while wearing a tunic.</p> <p>(1) Rank insignia sewn onto removable black shoulder boards (underside white).</p> |
| <p>3. Rank and appointment insignia for CPO1, CPO2 and PO1, as well as all Army and Air Force warrant officer</p> | <p>a. No. 1B tunics &amp; doublets, full dress, Army and Air Force Nos. 1C and D</p> <p>b. Navy and Air Force: No 2 jacket</p>                     | <p>(1) Worn on right sleeve only.</p> <p>(2) Army, specific foot guard traditional ranks: worn centred on the upper right arm.</p> <p>(1) As for No. 3 jacket.</p>  |

**ANNEX A**  
**RANK INSIGNIA AND APPOINTMENT BADGES (CONT)**

| Description   | Worn With  | Where Worn  |
|---|--|---|
| 3. Rank and appointment insignia for CPO1, CPO2 and PO1, as well as all Army and Air Force warrant officer (Cont) | c. Army: No 2 jacket   | (1) Sewn centred on both sleeves with the base of the badge 1.2 cm above the point of the cuff , or 1.2 cm above the senior appointment badge for CWO/CPO 1 in senior appointments. |
|   | d. No. 3 jacket  | (1) Sewn centred on both sleeves with the base of each badge 12.5 cm above the bottom of the sleeve.  |
|   | e. Shirts; sweater; operational clothing; and outer garments | (1) As for Petty Officer Second class or sergeant and below.  |
|   | f. Navy: Nos. 1C and D jacket (optional)                     | (1) As for No. 3 jacket.  |

**ANNEX A**  
**RANK INSIGNIA AND APPOINTMENT BADGES (CONT)**

| Description   | Worn With  | Where Worn  |
|---|--|---|
| 4. Rank insignia for petty officer second class or sergeant and below | <p>a. No 1B tunics and doublets, Army and Air Force Nos. 1C and D</p> <p>b. No.2 and No. 3 jacket</p> <p>c. Shirts, sweater and outer garments</p> | <p>(1) Navy 1C and D worn on both sleeves.</p> <p>(2) Army and Air Force worn on right sleeve only.</p> <p>(1) Sewn centred on both sleeves, with the top of the “V” of the uppermost chevron 18 cm below the shoulder seam for male personnel, and 15 cm for female personnel.</p> <p>(2) Aviator/Aviatrice propeller is sewn on both sleeves with the top of the propeller 18 cm below the shoulder seam for male personnel, and 15 cm for female personnel.</p> <p>(1) Navy and Air Force: loom embroidered rank on environmental slip-ons, worn on shoulder straps.</p> <p>(2) Army</p> <p>(a) Miniature metal rank badges centred on both collar points, with the base of each badge 1.2 cm above the points of the collar.</p> <p>(b) On Army service dress parka’s, one metal rank badge will be worn centred vertically on the right flap, 2 cm from the right hand edge of the velcro overlap which protects the zipper.</p> <p>(c) Rifle green slip-ons with CANADA or other approved title (see Appendix 1, Annex E) shall be worn on the shoulder straps.</p> |

**ANNEX A**  
**RANK INSIGNIA AND APPOINTMENT BADGES (CONT)**

| Description  | Worn With   | Where Worn   |
|--|---|--|
| 4. Rank insignia for petty officer second class or sergeant and below (Cont) | d. Operational clothing   | (1) Rank insignia sewn on operational clothing slip-ons and patches, commencing 0.6 cm above the loom embroidered CANADA title or approved cloth branch/corps/regimental/unit title.   |
| 5. Drum/pipe/trumpet/bugle major appointment badge (see Figure 3-2-4)        | a. No. 1B tunics, doublets and Army and Air Force Nos. 1C and D | <p>(1) Standard rank insignia are worn on the right sleeve only and positioned as for No. 3 jacket.</p> <p>(2) Cloth appointment badge centred only on the right sleeve; with the inside point of the bottom chevron 13 cm above the bottom edge of the sleeve. Where required, the badge shall be raised sufficiently so as not to obscure any sleeve cuff embellishment.</p> <p>(3) Foot Guards: on the No. 1B tunic, only the inverted chevrons shall be worn, without drum or rank insignia. On foot guard full dress greatcoats, insignia shall be worn as for Nos. 1C and D undress (patrol) and No. 2 jackets, (see d.(2) below).</p> |

**ANNEX A**  
**RANK INSIGNIA AND APPOINTMENT BADGES (CONT)**

| Description   | Worn With  | Where Worn   |
|---|--|--|
| 5. Drum/pipe/<br>trumpet/bugle<br>major appointment<br>badge (see Figure<br>3-2-4) (Cont) | b. No. 3 jacket<br><br>c. Navy: Nos. 1C and D<br>jacket (optional)<br><br>d. Other dress items | (1) Sewn centred on both sleeves<br>with the inside point of the bottom<br>chevron 9 cm above the bottom<br>edge of the sleeve. Standard<br>badges of rank shall be worn in<br>their normal locations (see also<br>Chapter 5, Section 2, paragraph<br>13.), except for chief petty officer,<br>petty officer first class and warrant<br>ranks, which shall be sewn<br>centred 1.2 cm above the apex on<br>the uppermost chevron.<br><br>(1) As for No. 3 jacket.<br><br>(1) Appointment badge not worn.<br>Rank insignia only.<br><br>(2) Foot Guards: on Nos. 1C and D<br>jacket undress (patrol) and No. 2<br>jackets, appointment badge shall<br>be worn with rank insignia for<br>warrant ranks, and without for<br>sergeants and below. (Drum worn<br>uppermost). |
| 6. Foot Guards,<br>colour sergeants<br>traditional rank<br>badges                         | a. No. 1B tunic; Nos. 1C<br>and D jacket undress<br>(patrol); and No. 2 jacket                 | (1) Worn centred on the upper right<br>arm without rank insignia.  |

**ANNEX B  
FLYING AND SPECIALIST SKILL BADGES**

| Description                           | Worn With  | Where Worn  |
|---------------------------------------|--|---|
| 1. Flying and specialist skill badges | <p>a. No1 and 3 orders of dress jacket/tunic</p> <p>b. Navy No. 2 order of dress</p> <p>c. Navy No. 2A order of dress</p> <p>d. Army and Air Force: No. 2 order of dress</p> | <p>(1) A single full-size cloth embroidered badge, sewn centred 0.6 cm above highest row of ribbons on the left breast.</p> <p>(2) If additional badges are worn they will be miniature metal format and worn as for and in conjunction with commendation insignia. See Chapter 4, Paragraph 18.</p> <p>(1) A single miniature cloth metallic embroidered badge, sewn on the left sleeve, 0.6 cm above the circle in the upper row of officers' rank lace; and similarly above the rank insignia for ranks of CPO1 to PO1. For the ranks of PO2 and below, the badge shall be sewn on the left sleeve 9 cm from the bottom edge of the cuff to the base of the badge.</p> <p>(1) A single standard or approved miniature size metal badge worn centred on the left breast, with the lower edge of the badge on a line 0.6 cm above and to the left of orders, decorations and medals, or in a corresponding position if miniatures are not worn.</p> <p>(1) A single miniature cloth, metallic, embroidered badge, sewn on the left breast, 11.5 cm down from the shoulder seam to the top edge of the badge, and centred between the edge of the lapel and the arm seam.</p> |

## ANNEX B

## FLYING AND SPECIALIST SKILL BADGES (Cont)

| Description                           | Worn With  | Where Worn   |
|---------------------------------------|--|--|
| 1. Flying and specialist skill badges | e. No. 1 and 3 orders of dress (note: not worn on No. 3A and 3C) | <p>(1) A single full size cloth embroidered badge (on shirts and the high collar white jacket, a metal badge) centred 0.6 cm above undress ribbon(s) on the left breast.</p> <p>(2) If no ribbons are worn, the badge shall be centred immediately above the left breast pocket on jackets and shirts with such pockets; and, without such pockets, be positioned with the bottom edge of the badge on a horizontal line with the bottom edge of the name tag worn on the opposite side.</p> <p>(3) Should a badge become obscured by the lapel of a jacket, it shall be adjusted sufficiently to the wearer's left to provide an unrestricted view of the crown and/or central device.</p> <p>(4) If additional badges are worn, they shall be in miniature metal format, and be worn as for, or in conjunction with, commendation insignia. See Chapter 4, paragraph 18.</p> |

## ANNEX B

## FLYING AND SPECIALIST SKILL BADGES (Cont)

| Description                                  | Worn With   | Where Worn  |
|--|---|---|
| 1. Flying and specialist skill badges (Cont) | e. No. 1 and 3 orders of dress (note: not worn on No. 3A and 3C) (Cont) | <p>(5) Prescribed foreign qualification badges are authorized for wear like CAF badges. See Chapter 3, Section 3, paragraphs 14. and 15. Any designed as sleeve badges are worn on the upper left sleeve, centred 7 cm from the shoulder seam to the top edge of the badge; Any formation badge worn there will be adjusted downward as required.</p> <p>(6) US Army Ranger, US Special Forces and US Sapper qualification badges (metal) may be worn in No. 3B order of dress on the right hand side centred between the button and the top of the pocket flap. If more than one is worn, the order from top to bottom is: US Army Ranger, US Special Forces, and US Sapper.</p> |
|  | f. Flying clothing  | (1) In accordance with instructions issued by Royal Canadian Air Force on the tactical flying suit, badges shall be of a subdued colour for camouflage.   |
|  | g. Naval combat dress   | (1) Service dress pattern worn on jacket only positioned as for No. 3 service dress.  |
|  | h. CADPAT   | (1) Flying and specialist skill badges are not worn.  |

**ANNEX B**  
**FLYING AND SPECIALIST SKILL BADGES (CONT)**

| <b>Description</b>  | <b>Worn With</b>                                      | <b>Where Worn</b>                                  |
|---|---|--|
| 2. Air Cadet flying badges (Cadet Instructors Cadre Branch) | a. No. 1, 2 and 3 orders of dress and flying clothing | (1) As for CAF flying and specialist skill badges. |

**ANNEX C**  
**OCCUPATION BADGES**

**NOTES**

1. **General.** Occupation badges are worn in accordance with Figure 3C1-1 and Appendix 1, and only on the clothing items indicated.
  - a. **Navy and Air Force.** Occupation badges shall be worn by qualified non-commissioned members with the following exceptions:
    - b. Medical Branch members shall wear a common metal branch badge IAW Chapter 3, Section 4;
    - c. Navy non-commissioned members shall remove their occupation badges upon promotion to CPO 1;and
2. Non-commissioned members eligible to wear Specialized Flight Crew Badges IAW Chapter 3, Section 3 shall wear the Flying Badge in lieu of the corresponding occupation badge.

**Note:** Air Force officer branch badges, except those of the Medical Branch, and those Air Operation Branch officers not eligible to wear Flying Badges, follow the same pattern as NCM occupation badges and are worn in the same manner.

3. **Army.** Army occupation badges indicate both occupation and qualification level. The level worn shall be in accordance with qualification instructions issued by Branch/Corps Advisers.

**ANNEX C OCCUPATION BADGES NOTES (CONT)**

| <b>Description</b>                 | <b>Worn with</b>   | <b>Where Worn</b>   |
|------------------------------------|--|---|
| 1. Navy occupation badges          | a. Jackets, service dress, navy blue<br><br>b. Shirts, short-sleeved white for Master Seaman and below     | (1) Worn on each lapel with the bottom edge of the badge sewn along the upper edge of the collar lapel notch and the outer edge of the badge sewn along the outer edge of the collar.<br><br>(1) Worn centred on the upper right sleeve of men's shirts with the bottom of the badge 15.5 cm below the shoulder seam. On women's short-sleeved shirts, the bottom of the badge shall be centred 0.6 cm above the right sleeve cuff.   |
| 2. Army occupation badges          | a. Jacket, service dress for Sergeant and below  | (1) Worn centred on the lower right sleeve, 12 cm from the bottom edge of the sleeve to the bottom edge of the badge.   |
| 3. Army master occupational badges | a. Jacket, service dress for Warrant Officers<br><br>b. Jacket, mess dress.<br><br>c. Shirt, short sleeved | (1) Worn centred on the right sleeve, 1 cm down from the lower edge of the rank badge to the uppermost point of the master occupational badge. Sergeants and below, if qualified, will wear as for occupation badges.<br><br>(1) Master Gunner Badge only, worn centred on the right sleeve, 1 cm down from the lower edge of the rank badge to the uppermost point of the Master Gunner Badge.<br><br>(1) Master Gunner Badge only, metal version worn as for specialty skill badge. |
| 4. Air force occupation badges     | a. Jacket, service dress   | (1) Worn on the right breast with the occupation symbol centred 0.6 cm above the name tag.<br><br>(2) Honorary colonels are to wear unique wings as authorized by the RCAF in lieu of an occupation badge.  |

## Occupation Badge Patterns and Designs



ARMY PATTERN



Level 1



Level 2



Level 3



Level 4

ARMY MASTER OCCUPATIONAL BADGES



MASTER GUNNER



ASSISTANT-INSTRUCTOR  
OF GUNNERY  
MOSID 00368

AIR FORCE PATTERN



**NOTE**

Military Occupational Code (MOSID 00161),  
Military Police used as an example.

Figure 3C1- 1 Occupation Badge Patterns and Designs

**APPENDIX 1 ,  
ANNEX C**

**OCCUPATION SYMBOLS**

1. Symbols are common for all members of a military occupation, but are used in the appropriate environmental badge pattern. See Figure 3C1-1.
2. Navy badges are either issued in interchangeable pairs or with left and right versions. The latter are listed below, with directions for wear:
  - a. W Eng Tech 00366 – missile pointing outwards.
  - b. SONAR OP 00324 - torpedo pointing outwards
  - c. NAV COMM 00299 - lightning bolt striking outwards
  - d. NES OP 00115 - missile pointing outwards.
  - e. MET Tech 00100 – weather vane pointing outwards
  - f. HULL TECH 00124 – axe head facing inwards.
  - g. CL DIV 00342 – helmet facing outwards.
  - h. Medical Occupations 00150, 00334, 00152, 00153 – snake heads facing inwards and towards each other.
  - i. MP 00161 – top pistol facing inwards.
  - j. RMS CLK 00298 – quill pen nib pointing inwards.
  - k. STWD 00165 – quill pen nib and functional end of key facing outwards.
  - l. SUP TECH 00168 – functional end of top key facing inwards.
3. Differentiation is made between similar Aerospace Controller 00184 and Aerospace Control Operator 00337 insignia by coloured ribbons in the design; yellow for the former and blue for the latter.
4. If an occupation merger or reclassification results in a different badge symbol, members so effected may, with the concurrence of the appropriate Branch Adviser(s) and Career Manager(s), continue to wear the symbol of the former occupation until the appropriate replacement becomes available in the Supply System.

**ANNEX D**  
**ENVIRONMENTAL, BRANCH**  
**AND REGIMENTAL INSIGNIA**

1. Cap badges shall be worn as noted in Appendix 1 to this annex.
2. Collar badges (army personnel only) shall be worn as noted in Appendix 2 to this annex.
3. Buttons shall be worn as noted in Appendix 3 to this annex.
4. Navy Medical Branch officers shall wear the following coloured distinction cloth between rank insignia braid on ceremonial, mess, and service dress:
5. medical officers – scarlet distinction cloth; and
6. all other officers of the Medical Branch – maroon distinction cloth.
7. Army Officer rank insignia on service dress shirts and outer garments will be embroidered with individual corps and branch colours as backing.
8. Army shoulder titles are worn on both a branch/regimental and unit basis. See instructions for wear as noted in Annex E, Appendix 3 to this chapter.
9. Air force officers wear branch badges as described in Chapter 3, Section 4 and Annex C

**APPENDIX 1 ,  
ANNEX D  
CAP BADGES**

| Description  | Worn With   | Where Worn  |
|--------------|---|---|
| 1. Cap badge | <p>a. Cap, service Navy all ranks and Army general officers (men's)</p> <p>b. Hat, service Navy all ranks and Army general officers (women's)</p> <p>c. Winter fur cap (RMCC only)</p> <p>d. Turban</p> | <p>(1) Centred vertically on the front of the cap band, with the base of the badge immediately above the chin strap.</p> <p>(1) Navy: cloth metallic embroidered badges shall be sewn to the hat ribbon only, centred vertically so that the bottom edge of the base cloth touches the lower stitching on the ribbon, and with the upper part of the badge, which extends above the hat ribbon, standing free.</p> <p>(1) Centred on the bag 13 cm from the bottom of the cap to the top of the badge.</p> <p>(1) Centred on the front of the turban, at the point where any ribbons would cross.</p> <p>(2) Air force: only the metal cap badge shall be worn on the turban.</p> |

**APPENDIX 1 ,  
ANNEX D  
CAP BADGES (CONT)**

| <b>Description</b> | <b>Worn With</b> | <b>Where Worn</b>   |
|--------------------|------------------|---|
|                    | e. Beret         | (1) Centred on the sewn-in badge backing plate, with the base of the badge 1 cm above the leather/cloth band.                       |
|                    | f. Wedge cap     | (1) Worn on the left side, with the centre of the badge 6.5 cm from the front of the cap centred between the flap and the top seam. |

**APPENDIX 2 ,  
ANNEX D**

**COLLAR BADGES  
(ARMY PERSONNEL)**

1. Army general officers and colonels (less those holding a Royal or honorary appointment (see Chapter 3, Section 4, sub-sub-paragraph 2.a.(2)) and Chief Warrant Officers wearing the army uniform who are not authorized to wear the branch or regimental insignia (see Chapter 3, Section 4, sub-sub-paragraph 2.a.(3)) shall wear the following collar badges:
  - a. **Combat and Combat Support Arms, Logistics Branch and Royal Canadian Electrical and Mechanical Engineering Corps.** Scarlet melton gorget patches with gold leaf emblazonment for general officers and scarlet melton gorget patches with a line of crimson silk gimp for colonels.
  - b. **Medical, Dental and Chaplain Branches.** Colonels and general officers will wear the applicable styled gorget patches in the following colours:
    - (1) Medical Branch – dull cherry,
    - (2) Dental Branch – emerald green, and
    - (3) Chaplain Branch – purple;
  - c. **Chief Warrant Officers** holding Senior Appointments or Key Positions will wear crossed scimitars (gold plated swords with white enamelled hilts), worn blade points uppermost, with the top blade pointing towards the shoulder.

## The Wear of Army Collar Badges

**SERVICE DRESS JACKET** - Centred on the stitching of the collar / lapel seam with the base of the badge parallel to the ground and with the collar / lapel seam passing diagonally under the centre of the collar badge.



**MESS DRESS JACKET** - Centred on the collar between the fold and the edge with the base of the badge parallel to the ground. The top of the badge between 9 and 12.8 cm below the point where the shoulder seam meets the edge of the collar, depending upon the height of the member. (Collar badges shall not be worn on navy or air force mess dress jackets, except No. 2D CF Mess Standard).



9 - 12.8 cm DEPENDING ON THE HEIGHT OF THE MEMBER

Figure 3D2- 1 The Wear of Army Collar Badges

**APPENDIX 3 ,  
ANNEX D  
BUTTONS**

**NOTES**

1. Navy, Army and Air Force universal buttons shall not be shined or plated. They shall be worn in their original colour.
2. Army buttons shall be worn in accordance with branch or regimental policy.
3. Army mess dress jackets may use either 30-ligne or 26-ligne buttons for front closure in accordance with branch or regimental policy.

**BUTTONS**

| Description                    | Worn With   | Where Worn  |
|--------------------------------|---|---|
| 1. 36-Ligne:<br>a. Regular     | (1) Navy: jacket, service dress, navy blue; and jacket, high collar, white (optional)   | (a) Front closure.  |
| b. Short                       | (1) Navy: jacket, service dress, navy blue  | (a) Front facing.   |
| 2. 30-Ligne<br>a. Regular      | (1) Navy: jacket, service dress, white (F) (optional, obsolete pattern)<br>(2) Army (see Note 3) and air force: jacket, service dress; and jacket, mess dress<br>(3) Winter fur cap (RMCC-only) | (a) Front closure.<br><br>(a) Front closure.<br><br>(a) Centred on the bag 2 cm from the bottom of the bag. |
| 3. 26-Ligne:<br>a. Short shank | (1) Navy: shoulder straps, flag officer   | (a) Fastening buttons.  |
| b. Regular                     | (1) Navy: jacket, high collar, white (optional)   | (a) Breast pocket.  |

**APPENDIX 3 ,  
ANNEX D  
BUTTONS (CONT)**

| <b>BUTTONS</b>             |   |   |
|----------------------------|---|---|
| <b>Description</b>         | <b>Worn With</b>  | <b>Where Worn</b>   |
|                            | (2) Army (see Note 3) and air force: jacket, service dress; jacket mess dress | (a) Breast pocket, shoulder straps and shoulder boards (where applicable).  |
| c. Screw shank             | (1) Navy: all shoulder boards   | (a) Fastening buttons.  |
| 4. 20-Ligne:<br>a. Regular | (1) Cap, service<br>(2) Gorget patches, for Army General Officer and Colonel  | (a) Chin strap fastening.<br>(a) Centred on point of gorget, cosmetic only.<br>(b) RCMS, RCDC and Legal Branch are authorized Branch buttons. |

## **ANNEX E**

### **NATIONAL AND ORGANIZATIONAL BADGES**

1. National badges shall be worn as noted in Appendix 1 to this annex.
2. Formation badges shall be worn as noted in Appendix 2 to this annex.
3. Unit identifiers shall be worn as noted in Appendix 3 to this annex.

**APPENDIX 1 ,  
ANNEX E  
NATIONAL BADGES**

| Description   | Worn With  | Where Worn  |
|---|--|---|
| 1. Embroidered CANADA badge (curved)                    | a. Jacket, service dress; and Navy jacket, high collar, white (optional)<br><br>b. Navy: shirt, short-sleeved, white (officer) | (1) In CAF gold. Sewn centred on both sleeves 2.5 cm from the shoulder seam to the top edge of the badges.<br><br>(2) Air Force: worn by officers and chief warrant officers only.<br><br>(1) As for jacket, service dress.   |
| 2. Air Force: CANADA badge with eagle                   | a. Jacket, service dress   | (1) Worn by MWO and below. Sewn as for officer's badge above, with eagle facing to the rear.  |
| 3. Embroidered CANADA badge (rectangular)               | a. Slip-ons, environmental<br><br><br><br><br><br><br><br><br><br>b. Slip-ons and patches, operational clothing                | (1) Navy and Army: in CAF gold.<br>(2) Air Force: officers – CAF gold; non-commissioned members – old gold.<br>(3) Army: abbreviated cloth branch/corps/regimental/unit shoulder title where one is authorized, in CAF gold sewn on to the slip-on in place of CANADA.<br><br>(1) In operational clothing sewn at the base of each slip-on and patch, in line with the bottom edge.<br>(2) Army and air force: to be replaced by a corps/branch/regimental/unit shoulder title where one is authorized. |
| 4. Navy: miniaturized embroidered CANADA badge (curved) | a. Jacket, mess dress, navy blue<br><br><br><br>b. Jacket, mess dress, white   | (1) In CAF gold metallic on black melton. Sewn as for jacket, service dress.<br><br><br><br>(1) In CAF gold silk on white material. Sewn as for jacket, service dress.  |

**APPENDIX 1 ,  
ANNEX E  
NATIONAL BADGES (CONT)**

| <b>Description</b>                         | <b>Worn With</b>  | <b>Where Worn</b>   |
|--|---|---|
| 5. Miniature Canadian Flag, full colour    | a. Jacket, service dress; shirt, short-sleeved; flying clothing (less tactical flying suit) | (1) Worn on left sleeve, 7 cm from the shoulder seam to the top of the flag, only by personnel specifically authorized in accordance with Chapter 3, Section 5, paragraph 2.                                  |
|  |   | (2) For field combat clothing in garrison, attached by hook and loop on the left shoulder.  |
| 6. Large Canadian Flag, full colour        | a. on Enhanced Combat Uniform   | (1) Attached by hook and loop on the left sleeve.   |
| 7. Miniature Canadian Flag, subdued colour | a. Field combat clothing and tactical flying suit   | (1) For the tactical flying suit, sewn centred on the left sleeve 2.5 cm from the shoulder seam to the top of the flag.<br><br>(2) For field combat clothing, attached by hook and loop on the left shoulder. |

**APPENDIX 2 ,  
ANNEX E**

**UNITED NATIONS AND MULTINATIONAL  
FORCE BADGES AND FORMATION BADGES**

| <b>Description</b>  | <b>Worn With</b>   | <b>Where Worn</b>  |
|---|--|--|
| <p>1. Army: formation patches</p>                         | <p>a. Jacket, service dress</p>  | <p>(1) Sewn centred on the sleeve, 7 cm from the shoulder seam to the top edge of the formation patch. The senior patch will be on the left sleeve.</p> <p>(2) For instructions on badge wear by personnel of independent brigade groups allocated on an interim basis to a higher field formation, see Chapter 3, Section 5, paragraph 7.</p> |
| <p>2. UN and multi-national force badges, embroidered</p> | <p>a. Jackets, service dress; shirt, short-sleeve; flying clothing (less tactical flying suit)</p> <p>b. Operational clothing and tactical flying suit</p> | <p>(1) As for formation patches</p> <p>(1) Attached by hook and loop on the left shoulder.</p>   |

**APPENDIX 3 , ANNEX E****UNIT IDENTIFIERS****NOTE**

Army shoulder titles are worn on both a branch/regimental and unit basis. To avoid duplication, instructions for wear are only included here. See also Annex D, above.

| <b>Description</b>                                 | <b>Worn With</b>   | <b>Where Worn</b>   |
|--|--|---|
| 1. Army: metal shoulder titles                     | a. Jackets, service dress and undress (patrols)  | (1) Affixed to each shoulder strap so that the lowest point(s) of the title shall touch the seam where the strap is felled into the shoulder.   |
| 2. Army and Air Force: embroidered shoulder titles | a. Army: slip-on, all dress orders<br>b. Army and Air Force: operational clothing slip-ons | (1) Sewn as for CANADA badge; see Appendix 1.<br><br>(1) Sewn as for CANADA badge; see Appendix 1.  |
| 3. Unit badges                                     | a. Naval combat dress jacket<br>b. Flying clothing   | (1) Worn on the right breast centred 0.6 cm above the name tape.<br><br>(1) Worn as determined by Commander RCAF.<br><br>(2) A UN or multi-national force badge, when authorized to be worn, shall take precedence over and replace a squadron badge worn in the same location. |

## ANNEX F

## AWARD AND MARKSMANSHIP INSIGNIA

| Description  | Worn With                                      | Where Worn   |
|--|--|--|
| 1. Championship Badge (Letson Trophy and Clarence R. Smith Trophy)   | a. Jacket, service dress; shirt, short-sleeved | (1) Worn centred on the left breast in the same manner as for commendation insignia. See Chapter 4, paragraph 18.  |
| 2. Safe Driver Award   | a. Jacket, service dress; shirt short-sleeved  | <p>(1) Worn centred on the right breast pocket flap of jackets and shirts, midway between the button and the top of the flap.</p> <p>(2) Worn centred on the right breast of jackets, service dress, navy blue, and on women's jackets and shirts 1.2 cm down from the bottom edge of the name tag to the top point of the emblem.</p> <p>(3) If worn with other devices, they shall be evenly spaced across the pocket flap or below the name tag, in the order listed, the first nearer the right arm.</p> |
| 3. The Duke of Edinburgh's Award (for limitations on occasions of wear, see Section 6, sub-paragraph 2.c.) | a. Jacket, service dress; shirt short-sleeved  | <p>(1) Worn centred on the right breast pocket panel of the man's jacket, 11 cm down from the top of the pocket flap to the top of the emblem.</p> <p>(2) Worn on the right breast of the jacket, service dress, navy blue (navy) and the women's jacket 6.5 down from the bottom edge of the name tag to the top of the emblem.</p> <p>(3) The emblem shall replace the command badge, where required.</p>  |

**ANNEX E****ANNEX F AWARD AND MARKSMANSHIP INSIGNIA (CONT)**

| <b>Description</b>  | <b>Worn With</b>                              | <b>Where Worn</b>   |
|---|---|---|
| 4. The (Gold) Order of St. John Pin (for limitations on occasions of wear, see Section 6, sub-paragraph 2.d.) | a. Jacket, service dress; shirt short-sleeved | (1) As for Safe Driver Award (see 2, above.).   |
| 5. Army: marksmanship badges  | a. Jacket, service dress                      | (1) Sewn centred on the lower left sleeve, 12 cm from the bottom of the sleeve to the lowest points of the badge. |

## ANNEX F

## AWARD AND MARKSMANSHIP INSIGNIA (CONT)

| Description                                     | Worn With  | Where Worn   |
|---|--|--|
| 6. Sea Service and Space Insignia (embroidered) | a. Jacket, service dress   | <p>(1) Sewn centred on the lower left sleeve of Army and Air Force service dress jackets, 12 cm from the bottom of the sleeve to the lowest point of the badge; or 1.2 cm above any badge/insignia already sewn there.</p> <p>(2) Navy Service Dress: Sewn on the right breast, centred 0.6 cm above the name tag. Navy Chaplains shall wear the sea service insignia 0.6 cm above the metal faith group identifier.</p>   |
| 7. Sea Service and Space Insignia (metal)       | <p>a. Shirt, short sleeved</p> <p>b. High Collar White Jacket</p> <p>c. Mess Dress</p> | <p>(1) Worn centred on the right breast 0.6 cm above the name tag.</p> <p>(2) Chaplains shall wear the Sea Service Insignia 0.6 cm above the metal faith group identifier.</p> <p>(3) Air Force Medical Branch personnel shall wear the Sea Service Insignia 0.6 cm above the Medical Branch badge.</p> <p>(1) Worn centred on the right breast 0.6 cm above the name tag.</p> <p>(1) Navy: Worn on right lapel.</p> <p>(2) Army and Airforce: Worn centred on the right side in line with the medals.</p> |

## **ANNEX G**

### **ACCOUTREMENTS**

1. Aiguillettes, Royal cyphers and personal badges shall be worn as noted in Appendix 1 to this annex.
2. Name tags/tapes shall be worn as noted in Appendix 2 to this annex.

**APPENDIX 1 ,  
ANNEX G  
AIGUILLETES**

**NOTES**

1. **Navy – Right Shoulder Pattern.** When holding a non-permanent personal appointment, the right-shoulder ceremonial aiguillette shall be attached to a gold plaited shoulder cord, which in turn shall be secured to the right shoulder of jackets not otherwise equipped with shoulder-straps. When shoulder straps or boards are worn, the aiguillette shall be attached under the right shoulder-board or strap.
2. **Navy – Left Shoulder Pattern.** Left-shoulder ceremonial aiguillettes shall be attached to a navy blue cloth shoulder-strap, embellished with an open gold cord knot on the outer end (staff aiguillette strap), which in turn shall be secured to the left shoulder of jackets not otherwise equipped with shoulder-straps.

| Description           | Worn With                                  | Where Worn   |
|-----------------------|--|--|
| 1. Ceremonial pattern | a. Jacket, service dress                   | (1) Worn on the appropriate shoulder, as detailed in Chapter 3, Section 7, and Figure 3G1-1.<br><br>(2) Attached by the hooks to a thread loop fastener, sewn on the shoulder at the junction of the shoulder seams (on army jackets, under the shoulder-strap).<br><br>(3) A small gold cord loop secured to the aiguillette above the tag ends shall be fastened to a concealed button sewn under the lapel of the jacket, so that the tag ends fall over to the front and in line with the inner seam of the breast pocket. |
|                       | b. Tunic, doublet, and jacket, high collar | (1) As above, with the gold cord loop attached to the second closure button from the top.  |

**ANNEX G AIGUILLETTES (CONT)**

| <b>Description</b> | <b>Worn With</b>         | <b>Where Worn</b>   |
|--------------------|--------------------------|---|
|                    | c. Jacket, mess dress    | (1) As above, except that the concealed button shall be sewn approximately 15 cm above the bottom of the lapel. On navy jackets, the button shall be positioned so that the tag ends fall on a line midway between the closure button and the centre facing button on navy blue jackets, and between the closure button and the top facing button on white jackets. |
| 2. Duty pattern    | a. Jacket, service dress | (1) As above. See Figure 3G1-1.   |

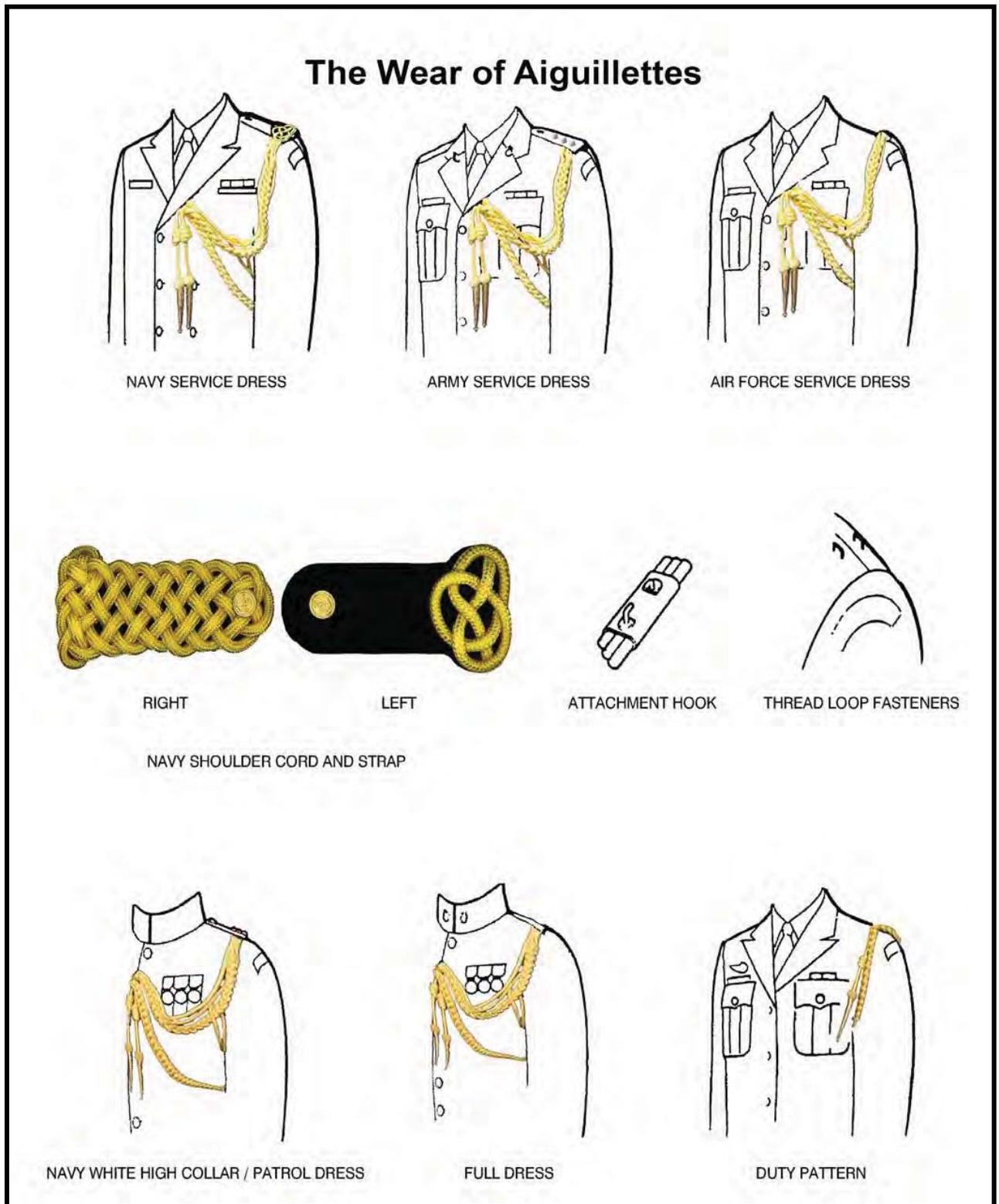


Figure 3G1- 1 The Wear of Aiguillettes

## The Wear of Aiguillettes



NAVY MESS DRESS



RIGHT SHOULDER VERSION



ARMY MESS DRESS



AIR FORCE MESS DRESS

Figure 3G1- 2 The Wear of Aiguillettes

**APPENDIX 2 ,  
ANNEX G  
NAME TAGS/TAPES**

**NOTE**

See illustration of wear in Figures 3G2-1, 3G2-2 and 3G2-3.

| Description  | Worn With  | Where Worn   |
|--------------|--|--|
| 1. Name tags | a. Jackets, service dress<br><br>b. Shirts, short-sleeve   | (1) As illustrated in Figures 3G2-1 and 3G2-2. On the man's jacket, navy blue, the tag is centred on the breast seam. For women, the vertical location will depend on physique and the need to ensure visibility of command, flying and specialist skill badges.<br><br>(1) As illustrated in Figure 3G2-2.                  |
| 2. Name tape | a. Jacket, tradesman, intermediate<br><br>b. Naval combat dress shirt<br><br>c. Naval combat dress outerwear and CADPAT clothing<br><br>d. Flying clothing | (1) Men: sewn centred on the upper right side, 15 cm from the shoulder seam to the top edge of the tape.<br><br>(2) Women: as above, 11.5 cm from the shoulder seam.<br><br>(1) Sewn centred above right breast pocket<br><br>(1) As illustrated in Figure 3G2-3.<br><br>(1) In accordance with direction by Commander RCAF. |

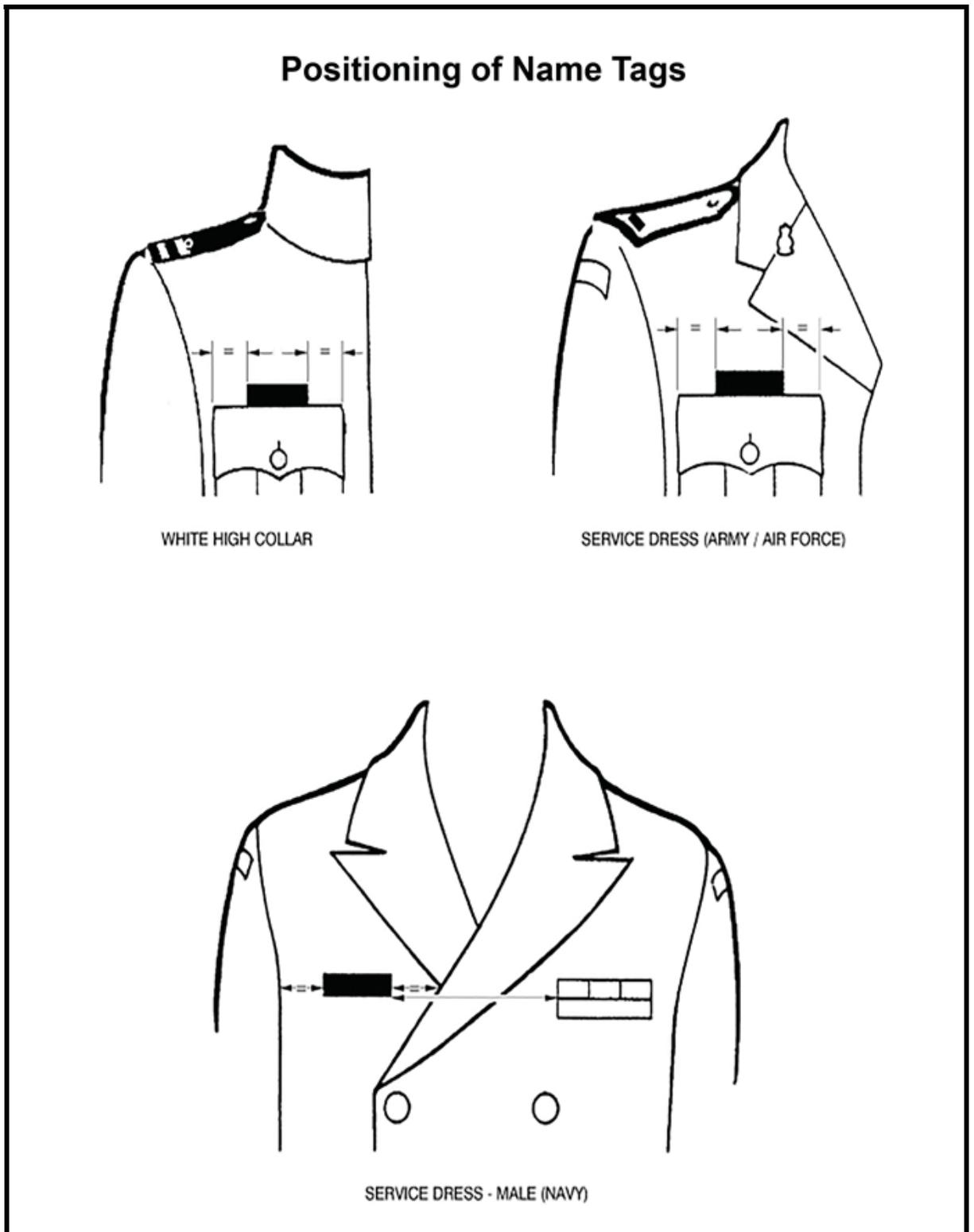
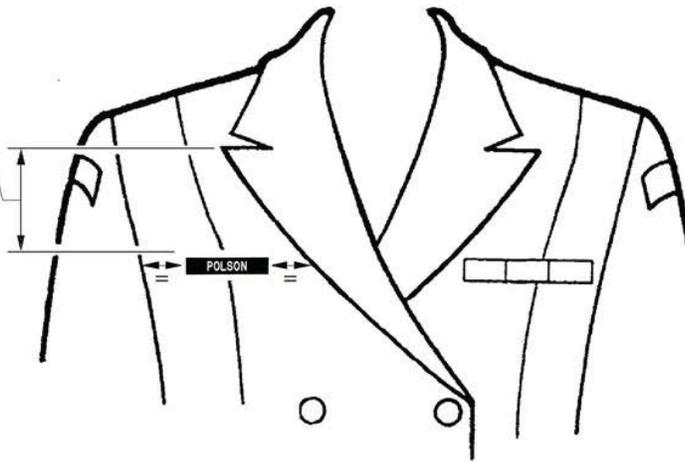


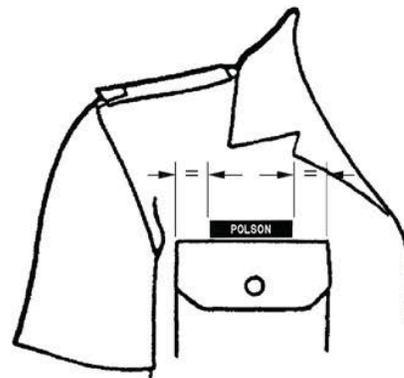
Figure 3G2- 1 Positioning of Name Tags

## Positioning of Name Tags

4.5 TO 7.0 cm, DEPENDING UPON THE PHYSIQUE OF THE INDIVIDUAL



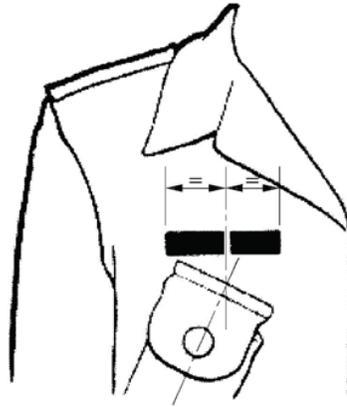
SERVICE DRESS - FEMALE (NAVY)



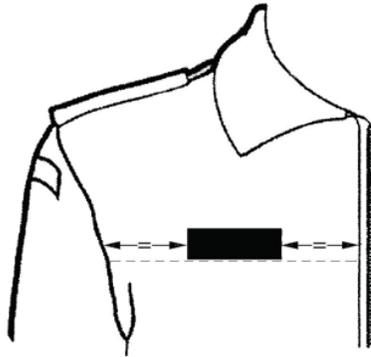
SHIRTS

Figure 3G2- 2 Positioning of Name Tags

## Positioning of Name Tags



FIELD COMBAT CLOTHING



NAVAL COMBAT DRESS

Figure 3G2- 3 Positioning of Name Tapes

**APPENDIX 3**

**ANNEX G**

**NATO MOVEMENT CONTROL BRASSARD**

| <b>Description</b>                | <b>Worn With</b>        | <b>Where Worn</b>  |
|-----------------------------------|-------------------------|--|
| 1. NATO movement control brassard | a. Operational clothing | (1) Worn on the upper left arm in order to identify movement control personnel |

## CHAPTER 4

### ORDERS, DECORATIONS, MEDALS AND OTHER HONOURS

#### POLICY

1. Authorized honours (orders, decorations, medals, and the insignia for mentions-in-dispatches, commendations and citations) may be worn, when appropriate, by entitled personnel. Where doubt exists on entitlement, the Command concerned shall refer the matter to NDHQ/DH&R for clarification. No officer or non-commissioned member shall carry or wear an order, decoration or medal while engaged in operations against the enemy.
2. Orders, decorations and medals may be worn with ceremonial and mess dress orders. See Chapter 2, Annex A, and Chapter 5. Guidance on selecting honours for wear should follow the principles in sub-sub-paragraphs 8.a. (1) and (2) and sub-paragraph 9.a.
3. Undress ribbons and related insignia are worn on lesser dress orders as detailed in paragraph 12. and Chapter 5.
4. Honours are not worn on military outerwear, such as topcoats (gabardines), parkas, and raincoats. These are worn over ceremonial dress tunics and jackets, which themselves bear the honours. (See paragraph 11 for comparative civilian protocol).
5. Although honour insignia may be bequeathed or given to a relative or friend (for Canadian orders, with the concurrence of the Order), only honours actually awarded to the individual concerned may be worn, regardless of the occasion.
6. The members have the option of choosing the means of having medals court mounted, e.g. getting the work done themselves and claiming reimbursement via a CF 52 General Allowance Claim or having the work done through base supply, who will action via LPO or whatever means provides the best economies.
  - a. Members claiming via CF 52 will be limited to amount determined by local commanders in accordance with financial regulations;
  - b. Miniature medals must be court-mounted at personal expense.

#### METHOD OF MOUNTING AND WEARING ORDERS, DECORATIONS AND MEDALS

7. **General**
  - a. **Order of Precedence.** The insignia of Canadian, Commonwealth and foreign orders, decorations and medals shall be worn in order of precedence without interval, with the senior closest to the centre of the chest.
  - b. **Method of Wear.** Medals should hang in one row so that they are fully visible. Should this not be possible, because of the number being worn, they shall be overlapped horizontally with the senior medal showing in full. Normally, six or more standard size medals and more than eight miniatures will require overlapping. The maximum width of the mounting is governed by the physique of the individual. The bar should not normally project beyond the outer edge of the lapel or the arm seam of the jacket.
  - c. **Court Mountings.** Court mounting shall be used. The length from the top of the medal bar suspender to the bottom edge of the medal shall be 10 cm. The ribbons and medals shall be mounted on a panel, its size being determined by the number of ribbons worn. The lower edge of the panel shall be in line with the centre of the medals. Commencing from the lower edge, each ribbon runs up the front of the panel to the top and back down to the medal. The medals shall then be stitched to the panel to prevent them from swinging. This method prevents medals from clinking against each other.
  - d. **Undress Ribbons.** Undress ribbons are worn as detailed in paragraphs 12 and 13. Undress ribbons shall not be visible when full size orders, decorations and medals are worn. Detachable ribbon bars should be used where necessary and appropriate and removed prior to affixing medals to the jacket.

- e. **Broad Riband.** The broad riband of the senior degrees of some Commonwealth and foreign orders is worn over the shoulder, with the bow from which the badge is suspended on the opposite hip; normally the right shoulder and left hip, although officers of the orders concerned will provide correct instructions. With ceremonial tunics and jackets, the broad riband passes under any shoulder strap or board. With mess dress or civilian evening attire, it is worn under the jacket and over a waistcoat, and over a gown for a woman's civilian evening dress. Wear may be restricted to occasions in the presence of official representatives of the country to which the order belongs or during visits to or service in that country. Only one riband will be worn, normally the senior if the member possesses more than one. However, the occasion will guide the choice.
- f. **Collars of Office.** The wear of a collar of office of an order is limited to those official occasions of significance and import to the office and order. When a collar is worn, any broad riband or neck ribbon of that order is not. The collar does not include the badge or insignia of the order. The badge or insignia is worn suspended either from the collar of office, when it is worn, or from a ribbon, when the collar is not worn. Collars are worn under shoulder straps, hanging an equal distance back and front, with the badge suspended below the front centre.
- g. **Stars of Orders.** A maximum of four stars of orders may be worn on the left side of a tunic or jacket, or civilian evening dress (white tie) or equivalent woman's civilian gown. Only one star may be worn with a civilian dinner jacket (black tie) or equivalent long or short gown:
  - (1) The first or only star is worn in line with the centre line of the breast pocket, and with the star's upper point 2.5 cm below the lip of the pocket, below any medals, or in the corresponding position on garments without a breast pocket.
  - (2) If more than one star may be worn, a second star is placed directly below the first, 2.5 cm apart. A third is worn horizontally with the second, senior to the right, 2.5 cm apart, and both centred below the first. (If this position interferes with a broad riband, the first and second stars may be worn in a horizontal line, with the senior to the right, and the third star beneath.) A fourth star is worn below the second and third, in vertical line with the first.
  - (3) Canadian commendations are worn above foreign Stars of Orders.
- 8. **Ceremonial Dress** (for wear of stars and broad ribands, see paragraph 7.).
  - a. **Neck Badges**
    - (1) A maximum of two neck badges may be worn with service dress jackets, and three with high collared jackets. Since neck badges cannot be worn on the left breast with other orders, decorations and medals, those in excess of the maximum authorized shall not be worn.
    - (2) Members in possession of more than the maximum number of neck badges may select which ones to wear, normally, but not necessarily, the senior ones in order of precedence. The occasion will guide the choice.
    - (3) Neck badges shall be worn as illustrated in Figures 4-1 and 4-2. The ribbon of the sole or senior badge shall be worn under the shirt collar and the badge over the tie, immediately below the knot.
    - (4) A second neck badge shall be suspended by a ribbon passed through the appropriate button hole so that the medal is suspended under the button, overlying the seam. With navy blue jackets, the next senior badge shall be worn with a full size ribbon immediately below the senior badge, the lower part of the badge resting on the cross of the lapel of the jacket.
    - (5) Members wearing authorized high collared tunics and jackets shall wear the senior ribbon round the neck inside and under the collar, with sufficient ribbon emerging from immediately above the top closure button to position the top of the badge 2 cm below the collar. The second and third badges shall be suspended by ribbon, passed through the appropriate button hole so that the medal is suspended under the button, overlying the seam.
  - b. **Other Decorations and Medals** (see Figures 4-1 and 4-2)
    - (1) Decorations and medals are worn court mounted, suspended from the left breast of the service dress jacket, immediately above and centred to conceal any undress ribbons.
    - (2) Bars and clasps shall be evenly spaced between the top and bottom ends of the ribbon, unless manufactured to grasp the hanger of the medal or a previous bar. In either case, where bars and clasps differ in design, the one first earned shall be nearest the medal.

- (3) The numeral signifying United Nations/NATO tours shall be worn by members who have completed two or more qualifying tours with the same mission for which a numeral has been approved. The numeral for UN missions is silver in colour and bronze coloured for NATO missions. The numeral shall be centred on the appropriate ribbon of UN medals. On NATO medals the numeral shall be centred below the bar.
  - (4) If a mention-in-dispatches has been awarded during a campaign or conflict recognized with a separate medal, the insignia shall be worn centred on the medal ribbon and undress ribbon, or worn above and spaced evenly with any bars, numerals or similar devices on the medal ribbon (see also paragraph 15.).
9. **Mess Dress** (see Figure 4-3 – for wear of stars and broad ribands, see paragraph 7.).
- a. **Neck Badges**
    - (1) Only one neck badge is worn. It should normally be the senior, however a junior or foreign badge may be worn if it is more appropriate to the occasion.
    - (2) The badge shall be full size and shall be worn hanging 2 cm below the bow tie and 2 cm below the bottom collar seam of the blouse. The badge shall be suspended by the neck ribbon of the order, preferably of miniature width.
    - (3) Miniature insignia of all the neck badges entitled to be worn, including the one worn round the neck, shall be worn with other miniature insignia on the left breast unless the insignia is one which is never worn in miniature, e.g., Order of Merit (British) and Order of the Companions of Honour (British).
  - b. **Other Decorations and Medals**
    - (1) **Navy Mess Dress.** Miniature decorations and medals are worn centred on the left lapel, 1 cm below the horizontal edge of the lapel notch on the navy blue jacket and in a corresponding position on the lapel of the navy white jacket. They shall not extend beyond the lapel on the inner side, but, when necessary, may extend beyond the lapel towards the shoulder.
    - (2) **Army, Air Force (and CAF Midnight Blue) Mess Dress.** Miniature decorations and medals are worn on the left breast, centred between the seam of the sleeve and the edge of the lapel, 11.5 cm down from the shoulder seam, or 1.3 cm below a flying or specialist skill badge.
    - (3) **Dimensions.** Length from the top of the medal bar suspender to the bottom edge of the medals shall be a maximum of 5 cm. Regular size Arabic numerals for medals such as United Nations medals are worn centred on the miniature ribbon.
10. **Civilian Evening Dress** (for wear of stars and broad-ribbons, see paragraph 7.). Where decorations are appropriate for the occasion, the following shall apply to either evening dress or a dinner jacket, as applicable:
- a. **Neck Badges**
    - (1) **Men.** As described in paragraph 9.
    - (2) **Women.** Wear only one full size badge. It is worn on a bow and attached to the dress immediately above any miniatures being worn. In addition to the full size badge, a miniature shall also be included on a medal bar when other miniatures are being worn. If miniatures are not being worn, the full size badge shall be worn without a miniature, with the top of the bow centred on the left side of the dress, approximately 7.5 cm down from the shoulder seam.
  - b. **Miniatures**
    - (1) **Men.** Wear miniatures on a narrow lapel jacket centred above the left breast pocket, with the bottom of the miniature 0.6 cm above the top of the pocket. On a wide lapel jacket, miniatures are worn centred on the left lapel, at approximately the same height above the pocket line as in the case of narrow lapels.
    - (2) **Women.** Wear miniatures suspended from a medal bar attached to the left side of the dress, approximately 13 cm down from the shoulder seam, where practicable. If in possession of only one such award, it may be worn on a bow.

**11. Civilian Morning Dress, Lounge Suits, Blazers, and Women's Day Dresses**

- a. Where decorations are appropriate for the occasion, such as investitures, Remembrance Day and other memorial services, and some formal parades, one neck badge and/or full sized medals are normally worn.
- b. As many as four stars of orders may be worn on a tailcoat, but only one on a director's (short black) coat or an afternoon dress. Stars of orders are not worn on lounge suits or blazers.
- c. When lounge suits, blazers and equivalent women's attire are worn in the evening in lieu of evening dress, it is quite acceptable to wear miniatures rather than full sized medals.
- d. Only those full-size insignia mounted on a medal bar may be worn on a civilian overcoat at outdoor functions. Neck badges are covered normally by outerwear. Stars of orders are not worn on overcoats.
- e. Included in the insignia of some orders and decorations is a lapel badge. This badge may be worn on the left lapel of a coat or jacket at any time when the full size or miniature insignia or the undress ribbons are not being worn. Women wear this badge in a similar position on a dress.
- f. When orders, decorations, and medals are worn, commendations and other authorized emblems shall not be obscured, and where necessary shall be repositioned lower, 2.6. cm from the bottom of the medals to the top edge of the senior commendation or emblem.

**METHOD OF WEARING UNDRESS RIBBONS**

(see Figure 4-4)

**12. General**

- a. Undress ribbons of orders, decorations and medals may be sewn, but shall normally be placed on a detachable ribbon bar and pinned, on the left breast of the service dress jacket, and on Nos. 2B, 3B and 3D orders of dress. Ribbons shall be worn in order of precedence from right to left of the wearer, with the senior ribbon closest to the centre of the chest on the top or only row. Where a single ribbon constitutes a row, it shall be worn centred above a lower row, or when worn as a single ribbon, centred on the garment as detailed in paragraph 13.
- b. Ribbon rows shall not be worn more than 0.3 cm apart.
- c. The number of ribbons worn in a single row is governed by the physique of the individual and the type of garment being worn. The grouping, however, shall respect the following conditions:
  - (1) ribbons shall not be fully obscured by the lapel of the garment;
  - (2) a maximum of three ribbons may be worn in a single row on authorized service dress jackets;
  - (3) up to three ribbons may be worn in a single row on short-sleeved shirts;
  - (4) where three ribbons cannot be worn in a single row without one becoming fully obscured, ribbons shall be worn in two rows, with two ribbons on the bottom and the senior ribbon centred above;
  - (5) ribbons shall not be arranged in more rows than are necessary to comply with these instructions;
  - (6) where more than one row of ribbons is worn, no row shall contain fewer ribbons than the row above;
  - (7) when more than one row of ribbons is worn, a single ribbon shall not be worn as a lower row;
  - (8) succeeding rows shall, without fully obscuring any ribbon, be centred above the lower row;
  - (9) when there is such a significant number of ribbons that centering the two ribbons above or the single ribbon above a full row causes the ribbons to be obscured by the lapel, then the ribbons may be left justified as appropriate; and
  - (10) standard arrangements of ribbons by row(s) are illustrated in Figure 4-5.
- d. Where a device such as a miniature cross, an oak leaf, a rosette or maple leaf, or a tour numeral is appropriate for wear on an undress ribbon, it shall be centred on the ribbon. Where there is more than one, they shall be evenly spaced across the ribbon with the senior device on the wearer's right.

13. **Detailed Instructions**

Undress ribbons shall be positioned in rows, centred immediately above the left breast pocket of authorized jackets and shirts.

**PRESIDENTIAL UNIT CITATION OF THE UNITED STATES**

14. This emblem (see A-DH-200-000/AG-000 The Heritage Structure of the Canadian Armed Forces) shall be worn by authorized personnel on both sleeves of the service dress and mess dress jackets, centred 6.5 cm below the shoulder seam. The insignia shall also be worn on both sleeves of the No. 3B short-sleeved shirts of authorized personnel, centred 6.5 cm below the shoulder seam. If both the Presidential Citation NAVY and ARMY are worn, the NAVY goes below the ARMY.

**MENTIONS-IN-DISPACHES AND COMMENDATIONS**

15. **Mention-in-Dispatches (MID).** A bronze, single oak leaf emblem, normally worn on campaign ribbons (see sub-sub-paragraph 8.b. (4), above). If awarded under circumstances where no appropriate ribbon is available, it is worn as noted below.

16. **Queen's Commendation for Valuable Services in the Air** A bronze, single oak leaf emblem, available in three sizes. CAF recipients shall wear the medium size emblem.

17. **Other Commendation Insignia**

- a. **Commander-in-Chief Unit Commendation (CinC Commendation):** The insignia will be worn for life by members of the unit or persons attached to the unit, on duty and directly involved in the action for which the Commander-in-Chief Unit Commendation has been awarded. The insignia shall be worn as per paragraph 18.
  - (1) Individuals posted to the unit after the award of the Commendation may only wear the insignia during their posting with the honoured unit. The CinC Commendation shall be worn on the right side flap pocket, centred between the buttons and the top of the pocket flap. Uniforms without flap pocket shall wear the CinC Commendation on the right side of the tunic centred 1.3 cm under the nametag. When the members leave the unit, they shall return the CinC Commendation to the unit quartermaster.
  - (2) Only members who were personally awarded the CinC Commendation and serving with a unit also awarded the commendation shall wear two CinC Commendations as per paragraph 18.d.
- b. **Vice-regal Commendation.** An insignia consisting of a bar enamelled in royal blue, edged gold, upon the centre of which is superimposed a disc, enamelled white, bearing three maples leaves conjoined on one stem, enamelled red, surrounded by a blue enamel border, all edged silver, surmounted by the Royal Crown in silver and enamel.
- c. **Minister of Veterans Affairs Commendation.** A gold-plated insignia, consisting of a bar with a poppy enamelled red in its center, upon which is a gold maple leaf, the whole surmounted by the Royal Crown in gold and enamel.
- d. **Chief of the Defence Staff Commendation.** A gold plated, satin-finished insignia, consisting of a bar with three maple leaves, measuring 2 cm long by 0.5 wide.
- e. **RCMP Commissioner's Commendation.** An insignia consisting of a bar divided diagonally in two fields, the upper left field being enamelled yellow, the lower right field being enamelled dark blue, edged gold, upon the centre of which is superimposed a gold buffalo head.
- f. **Command Commendation.** A silver plated, satin-finished insignia, consisting of a bar with three maple leaves, measuring 2 cm long by 0.5 cm wide.
- g. **RCMP Commander's Commendation.** An insignia consisting of a bar divided diagonally in two fields, the upper left field being enamelled yellow, the lower right field being enamelled dark blue, edged silver, upon the centre of which is superimposed a silver buffalo head.
- h. **Order of St. John Chancellor's Commendation.** A gold-plated, frosted insignia, consisting of a bar with the badge of the Order of St. John, enamelled white, edged gold, superimposed in its center.

- i. **Order of St. John Provincial/Territorial Commendation.** A silver-plated, frosted insignia, consisting of a bar with the badge of the Order of St. John, enamelled white, edged silver, superimposed in its center.
  - j. **Royal Australian Air-force Meritorious Unit Citation.** A gilt sterling-silver frame, with a design of flames emanating from the edge of the center. The frame surrounds a ribbon bar of old gold, which displays rhodium-silver frame, sterling Federation Star on its center.
18. **MID and Commendation Insignia – Method of Wear**
- a. **Men**
    - (1) Worn horizontal and centred on the left breast pocket of high collar and service dress jackets half way between the bottom of the pocket flap and the bottom of the pocket. On the navy blue service dress jacket, the emblem shall be worn similarly, 11.5 cm down from the pocket opening. The stem of the oak leaf on the MID and the Queen's Commendation shall point to wearer's right.
    - (2) Worn on the mess dress jacket with the top edge of the insignia horizontally positioned and centred 1.3 cm below any badge or medals. If only a commendation is worn, army and air force personnel shall wear the insignia 10 cm from the left shoulder seam to the top horizontal edge of the insignia and centred between the edge of the lapel and the sleeve. Navy personnel shall wear the commendation alone centred on the lapel of the navy blue mess dress jacket, 1.3 cm below the horizontal edge of the lapel notch, and in a corresponding position on the left lapel of the white mess dress jacket.
    - (3) Worn on the left breast of the full dress tunic or doublet in same relative position as for No. 1 order of dress, with the top edge of the insignia horizontally positioned and centred 1.3 cm below any badge or medals.
    - (4) Commendations shall be worn on the short-sleeve shirt in a similar location to that on the service dress jacket.
    - (5) Royal Australian Air-force Meritorious Unit Citation to be worn 0.6cm centered above the name tag on service dress jacket and short sleeve shirt. To be worn on the right breast in line with the top of the medals on the mess dress jacket.
  - b. **Women.** As for men on jackets. Otherwise:
    - (1) On the female mess dress jacket, and on full dress tunics and doublets, the positioning of the insignia is identical to the description for male mess dress (sub-sub-paragraph 18.a.(2)) and full dress (sub-sub-paragraph 18.a.(3)).
    - (2) On the short-sleeve shirt, the insignia is worn above the button, centred between the button and the top of the pocket flap.
  - c. **Multiple Commendations.** If more than one insignia (Mention-in-Dispatches, where no ribbon is authorized, Queen's Commendation, Commander-in-Chief Unit Commendation, Vice-regal Commendation, Minister of Veterans Affairs Commendation, Chief of the Defence Staff Commendation, RCMP Commissioner's Commendation, Command Commendation, RCMP Commander's Commendation, Order of St. John Chancellor's Commendation, Order of St. John Provincial/Territorial Commendation, secondary miniature metal flying and specialist skill badge, and Letson Trophy or Clarence R. Smith Championship Badge) is authorized to be worn, the precedence shall be in that order and shall be positioned as follows:
    - (1) **Two Emblems.** The senior emblem shall be worn as described above, and the second spaced 2.6 cm below the first on men's jackets and short-sleeve shirts, and 1.3 cm below on women's jackets. On the women's short-sleeve shirt, both insignias shall be worn above the button, centred between the button and the top of the pocket flap. They must be positioned side by side, in order of seniority, and spaced 1 cm.

- (2) **Three or More Emblems.** On Army and Air Force service dress jackets and men's short-sleeved shirts, the emblems shall be spaced evenly beginning 3 cm below the bottom of the pocket flap and ending at a point 15 cm below the top of the pocket flap. On Navy jackets, the emblems shall be spaced evenly beginning 9 cm from the pocket opening and ending at a point 15 cm below the pocket opening. To be positioned in the same relative position on mess or full dress. On women's short-sleeve shirts, the insignia shall be worn above the button, centered between the button and the pocket flap, side by side, in order of seniority, and spaced 1 cm apart. Members may not be able to fit all emblems earned onto their jackets or shirts and shall wear the emblems as per the precedence in Para 18. c.
- d. **Multiple Commander in Chief Unit Commendations.**
    - (1) For members awarded the CinC Unit Commendations, they shall wear two (2) or more (if awarded) emblems on the left pocket.
    - (2) Members serving with the unit shall only wear one (1) on the right pocket flap.
    - (3) Members awarded the CinC Commendation and serving within a unit awarded the CinC Commendation, shall wear two emblems (one on the left pocket, and one on right pocket flap).
  - e. **Orders, Decorations and Medals.** When orders, decorations and medals are worn, commendations and other authorized emblems shall not be obscured, and where necessary the senior most emblem shall be repositioned lower.

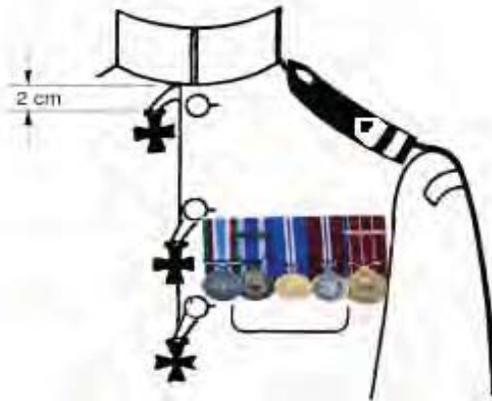
#### **THE MEMORIAL CROSS**

19. A member of the Canadian Armed Forces who is the legal recipient of the Memorial Cross may wear the Memorial Cross on the service dress jacket with Nos. 1, 1A, and 3 orders of dress. The Cross is worn 2 cm above the left breast pocket, or 2 cm above any ribbons, medals or specialist badge the person may be entitled to wear. The Cross may have to be offset in order to not be obscured by the lapel of the jacket. (see Figure 4-6)

### ORDERS, DECORATIONS AND MEDALS



NAVY Nos. 1 AND 1A (MALE)



HIGH COLLARED JACKETS



NAVY Nos. 1 AND 1A (FEMALE)



FULL DRESS - STARS AND NECK BADGES  
(SHOWN IN ORDER OF SENIORITY. FOURTH AND FIFTH  
CLASSES OF ORDERS ARE WORN ON THE BREAST)

Figure 4-1 Method of Wear for Honours on Ceremonial Dress

### ORDERS, DECORATIONS AND MEDALS

ARMY AND AIR FORCE Nos. 1 AND 1A

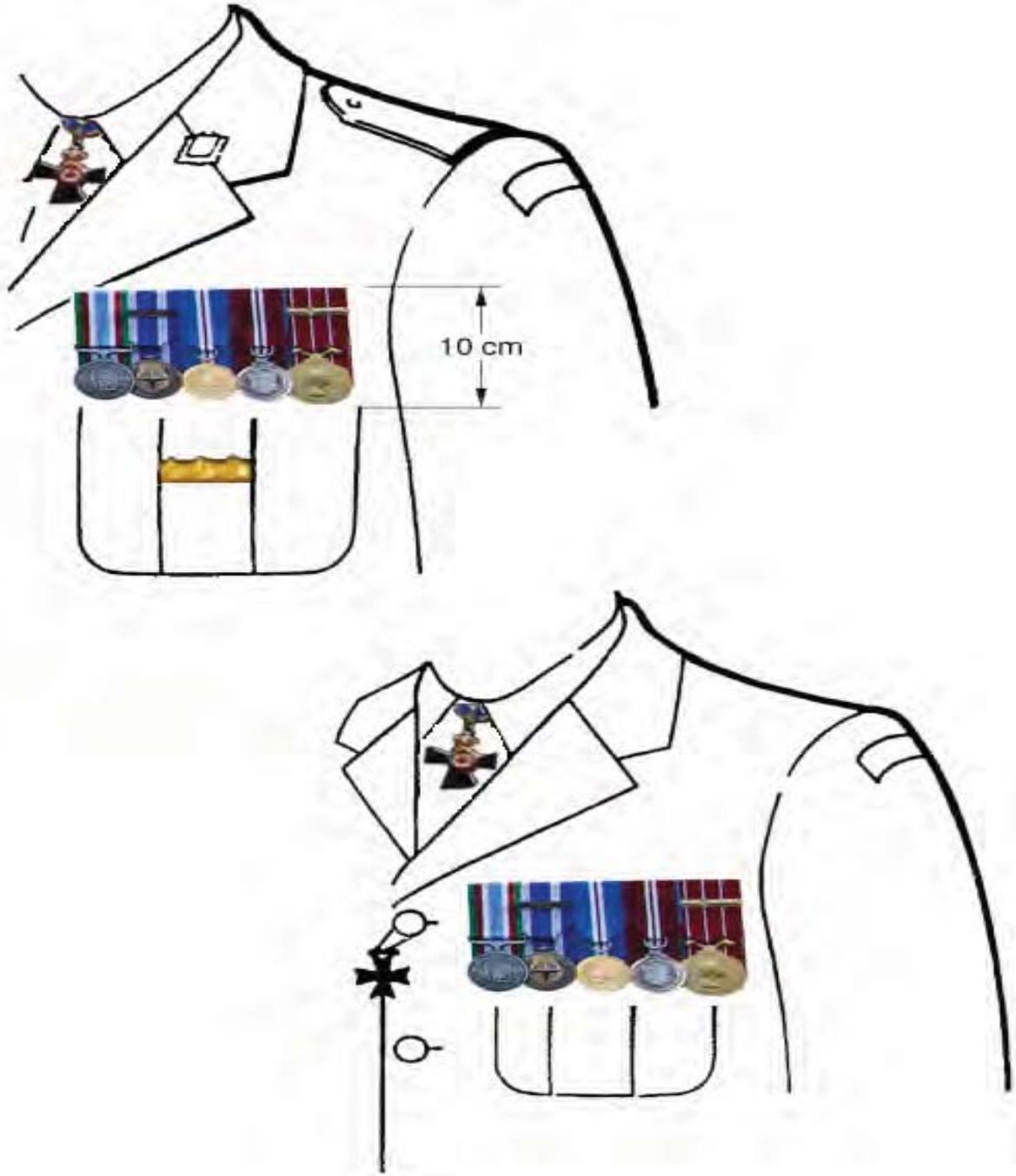
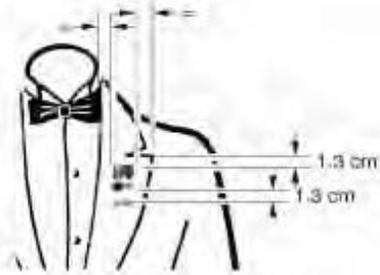
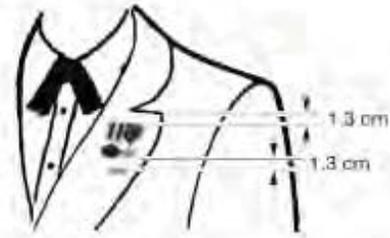


Figure 4-2 Method of Wear for Honours on Ceremonial Dress

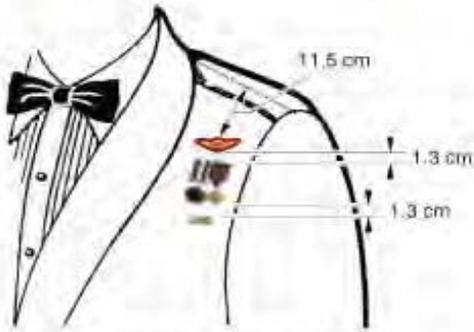
### ORDERS, DECORATIONS AND MEDALS



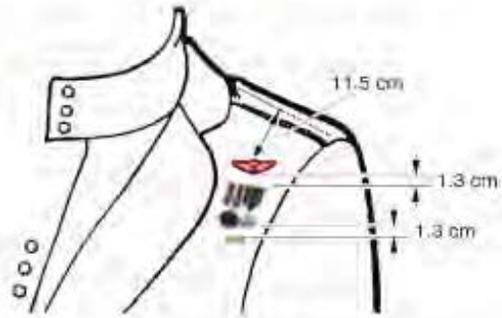
NAVY Nos. 2 AND 2A (MALE)



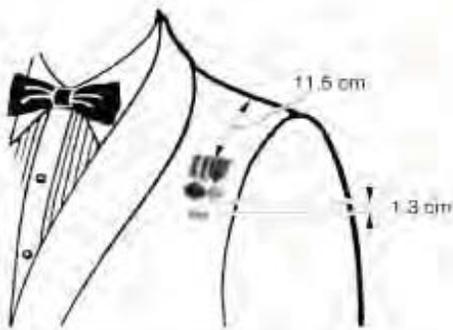
NAVY Nos. 2 AND 2A (FEMALE)



ARMY Nos. 2 AND 2A (MALE)



ARMY Nos. 2 AND 2A (FEMALE)



AIR FORCE Nos. 2 AND 2A (MALE)



AIR FORCE Nos. 2 AND 2A (FEMALE)

Figure 4-3 Method of Wear for Honours on Mess Dress

UNDRESS RIBBONS



NAVY No. 3 (MALE)



NAVY No. 3 (FEMALE)



ARMY / AIR FORCE No. 3



Nos. 3B AND 3D

Figure 4-4 Method of Wear of Undress Ribbons on Service Dress Jackets and Short-Sleeved Orders

### UNDRESS RIBBONS



THREE RIBBONS



FOUR RIBBONS



FIVE RIBBONS



SIX RIBBONS

Figure 4-5 Arrangement of Undress Ribbon Rows

MEMORIAL CROSS

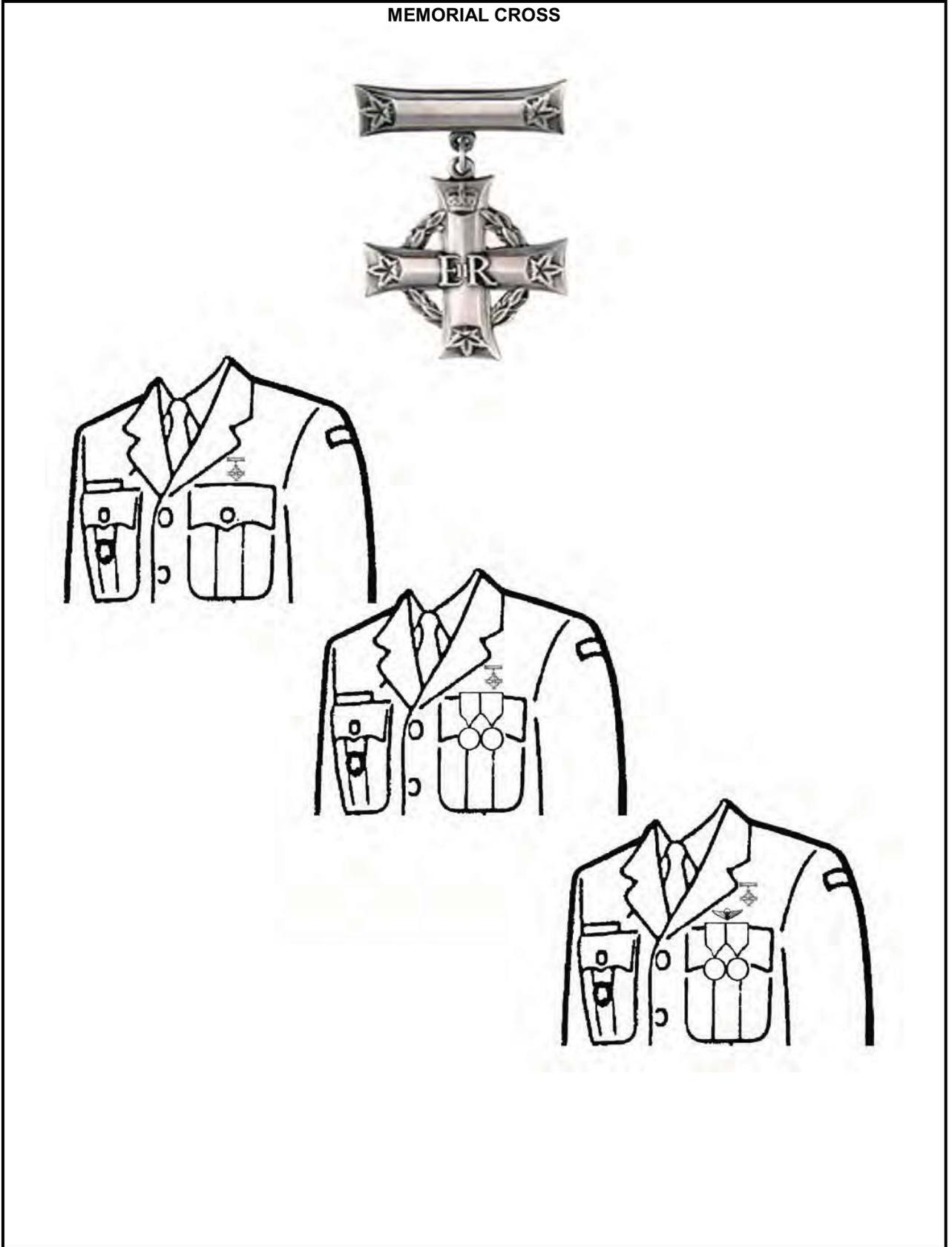


Figure 4-6 Memorial Cross

A-DH-265-000/AG-001

**CHAPTER 5**  
**ORDERS OF DRESS**  
**SECTION 1**  
**GENERAL**

**SCOPE**

1. This chapter describes orders of dress – less full dress and undress, see Chapter 6 – and their detailed composition, and provides instructions for wearing uniform items. See also chapters 2 and 3, the detailed descriptions found in CAF Scales of Issue, and sealed patterns held by NDHQ/DSSPM (as noted in Chapter 2, Section 1, paragraph 27.).

**HEADDRESS POLICY**

2. **General.** The headdress worn shall correspond to the details in Annexes A to D, the special instructions for Sikhs in Chapter 2, and the environmental policies in paragraphs 3. to 6. below, except when a member is posted to duty with the forces of the following international organizations:

- a. the United Nations (UN) – members of UN forces shall wear the authorized UN blue headdress; and
- b. the Multi-national Force and Observers (MFO) – members of this force shall wear the authorized MFO orange headdress;
- c. badges will not be worn on tuques or Yukon caps. This applies to tuques of all environments.
- d. headdress will not be worn with orders of mess dress. This applies to all environments.

3. **Navy Uniforms**

- a. Except as noted in sub-paragraph 2b. Navy personnel shall wear the following headdress:
  - (1) Ceremonial and service dress – cap/hat service dress, tuque, Yukon cap, or turban;
  - (2) No. 5D (tropical shipboard) orders – as above and beret; and
  - (3) operational dress (other than No. 5D) – beret, turban, or other headdress suitable for wear on operations.
- b. Members of a submarine's company may wear the beret with all orders of dress as required, when deployed away from their home port or when moving to and from their boat on the day of departure or return from deployment.
- c. Navy military police shall wear a scarlet band/ribbon on their cap/hat/turban service dress and a scarlet cloth backing to their cap badges on the beret in accordance with Chapter 7.
- d. The beret may be worn as an optional headdress with the following Navy order of dress: Nos. 3A, 3B (with black trousers/ pants/skirt) and 3C. The service dress CAP/HAT shall be the only authorized headdress to be worn with No. 3 and 3B (summer whites) orders of dress.

4. **Army Uniforms**

- a. **Armour Personnel and Units.** The black beret or turban shall be worn with all orders of dress, less orders of mess dress, by Armour Corps personnel and by non-Armour Corps personnel wearing the Army uniform who are on the posted strength of an armoured unit, except when precluded by operational or safety requirements (see full dress and undress (patrol dress), Chapter 6).
- b. **Regiments of Foot Guards.** Customary, approved, guards-pattern undress forage caps (see Chapter 6, sub-sub-paragraph 16.f.(3)) are authorized for wear as optional items by all ranks of these regiments with ceremonial and service dress, in lieu of other authorized headdress.
- c. **Rifle Regiments.** Customary approved pattern undress field service (wedge) caps (see Chapter 6, sub-sub-paragraph 16.f.(4)) are authorized for wear as optional items by all ranks of rifle regiments with ceremonial and service dress, in lieu of other authorized headdress.

- d. **Kilted Regiments.** See paragraphs 7. to 13. that follow.
- e. **Paratroop Personnel and Airborne Units.** The maroon beret or turban shall be worn with all orders of dress, less orders of mess dress, by qualified parachutists wearing the Army uniform, when on the posted strength of an airborne unit, designated airborne sub-unit or element, and the Canadian Army Advanced Warfare Centre. The maroon beret or turban is further authorized for wear by qualified parachutists wearing the Army uniform when on staff, exchange, or liaison duties, and, while so employed, in receipt of paratroop allowance.
- f. **Military Police Personnel.** Only Army members of the Military Police Branch shall wear the scarlet beret (or turban) with all orders of dress which authorize the wearing of a beret, except when a different headdress is ordered to suit the circumstances of duty or weather. See Chapter 7.
- g. **Canadian Rangers (CR).** See paragraphs 14 to 17 that follow.
- h. **Others**
  - (1) The rifle green beret or turban shall be worn with all orders of dress other than mess dress, full dress and patrol dress, except when personnel are authorized to wear a beret or turban of a different colour or when precluded by operational or safety requirements.
  - (2) General officers may wear the cap/hat service dress as an alternative wear/optional dress item.
  - (3) Fusilier plumes and hackles, and patches, may be worn on undress headdress (berets and balmorals) by those so authorized. See Chapter 6.

5. **Air Force Uniforms**

- a. Air Force personnel shall wear the following headdress:
  - (1) ceremonial dress – wedge cap, tuque, Yukon cap, or turban;
  - (2) service dress – as above and beret;
  - (3) operational dress:
    - (a) Flying clothing– wedge cap, beret, tuque, or turban; and
    - (b) CADPAT – beret, tuque, or turban.

6. **Special Operations Forces**

- a. All members of Canadian Special Operations Forces shall wear a tan beret or turban with operational orders of dress.
- b. Navy members shall wear a tan ribbon on the peaked cap with 1 and 3 orders of dress.
- c. Army members shall wear a tan beret or turban with all orders of dress, less orders of mess dress.
- d. Air force members are not permitted to wear a beret with No. 1 and No. 1 A orders of dress.

## KILTED REGIMENTS AND PIPE BANDS

7. Kilted orders of dress are authorized variations of ceremonial, mess and service dress, and are approved for wear by members of Scottish and kilted Irish units. Outside of Scottish or kilted Irish units, kilted orders of ceremonial and service dress may be approved for wear by pipers and drummers in authorized pipe bands while performing. See Section 2, paragraph 18.

8. In infantry units, kilted orders may either be worn by all unit members or only those who belong to the Infantry Corps, depending on regimental policy as determined by precedent or by the commanding officer in consultation with the regimental senate. A precedent of wear by all unit members has been set when any non-infantry member of the unit or attached to the unit has been authorized to wear kilted order of dress. The privilege, once granted, shall not be rescinded. In units where kilted orders have never been worn by non-Infantry Corps personnel, the commanding officer may maintain that practice.

9. At the request of the affiliated regimental commander and with the approval of the Division commander, Cadet Instructor Cadre (CIC) officers serving with kilted cadet corps may be authorized to wear the kilt, for purposes of dress uniformity, on those occasions when their cadets wear the kilt.

10. Kilted dress orders shall include the following items, either provided or subsidized financially (see paragraph 11.) by the public for all except voluntary bands:

- a. kilt, approved tartan;
- b. balmoral, glengarry, or caubeen;
- c. hose, cable stitched;
- d. jacket, service dress, doublet (cut-away pattern);
- e. sporran; leather;
- f. shirt;
- g. necktie; and
- h. shoes, black.

11. The doublet pattern service dress jacket shall be the standard service dress jacket modified locally to the approved design (see Figure 5-1-1).

12. **Grants – Reserve Force.** Grants are available to assist Scottish and kilted Irish units – currently all in the Reserve Force (Army Reserve) – in the provision and annual maintenance of kilted orders of dress. See paragraph 9. and QR&O 210.346.

- a. **Limits.** Grants cannot be obtained for kilted orders of band dress where the band uniform grant payable under QR&O 210.345 is claimed (see also A-PD-202-001/FP-000, Canadian Armed Forces Military Bands and Marches – Volume 1: Band Instructions) or when kilted orders of dress are otherwise provided and maintained at public expense.
- b. **Grant Timings.** Grants may be claimed at the following times:
  - (1) An initial purchase grant – when the unit is established;
  - (2) A supplementary purchase grant – on 30 June and 31 December, if warranted because of increases to unit strength since the date of the last claim for an initial or supplementary purchase grant, as applicable; and
  - (3) A maintenance grant – annually, after 31 August.

- c. **Procedures.** The commanding officer shall prepare a form CF-52, General Allowance Claim, in duplicate, showing:
- (1) for an initial purchase grant – the authorized and actual strengths of the unit as at the date of the claim;
  - (2) for a supplementary purchase grant – the authorized and actual strengths of the unit as at 30 June or 31 December, as applicable, and the actual strength on which the last previous claim was based; and
  - (3) for an annual maintenance grant:
    - (a) the period covered,
    - (b) the authorized and actual strengths of the unit as at 31 August,
    - (c) the number of kilts, sporrans, hose and balmorals accounted for as public property prior to the period covered by the claim, and
    - (d) the number of kilts, sporrans, hose and balmorals purchased, with relevant dates or purchase, during the period covered by the claim; and

**NOTE**

The amount of maintenance grant payable in respect of kilted orders of dress purchased from an initial or supplementary purchase grant during the year shall be one-twelfth of the annual maintenance grant for each full month from date of delivery.

- (4) sign and pass the original and one copy of the claim to the accounting officer for action in accordance with A-FN-100-002/AG-004, Financial Administration Manual, Chapter 61.
- d. **Accounting for Grants.** Grants shall be accounted for through the financial records of the Unit Fund in accordance with instructions issued by NDHQ in the NPF Accounting Manual.
- e. **Accounting for Kilted Clothing Items.** Kilts, sporrans, hose and balmorals purchased from grants shall be accounted for as public property in accordance with A-LM-007-100/AG-001, Supply Administration Manual.
- f. **After the Official Change in Status of a Unit.** Subsequent to the official notification of a change in status of a unit, i.e., disbandment, reduction to nil strength, etc, no further commitment or liability of the grant for kilted orders of dress shall be incurred except that, where the commanding officer considers it necessary to the continued operation of the unit, a commitment or liability during the period up to the effective date of the change in status may be authorized by the Division commander. Expenditures from a grant for kilted orders of dress in respect of a commitment or liability incurred prior to the date of official notification of change in status may be made in the normal manner.
- g. **Unexpended Grants on Disbandment.** Where a unit is disbanded or reduced to nil strength, any unexpended balance of the initial or supplementary purchase grant or the annual maintenance grant shall be refunded to the Receiver General for Canada.

13. **Authorized Optional Items.** The following list indicates in general terms optional items which may be worn by members of Scottish and kilted Irish regiments and pipers in authorized pipe bands, in accordance with regimental custom, and as ordered by the commanding officer. Units shall obtain approval for the adoption and design of each optional item as noted in Chapter 2, Section 1, paragraphs 24. to 26. Full dress and undress items are noted in Chapter 6. Other authorized optional items are:

- a. balmoral or glengarry (for Scottish regiments);
- b. caubeen (for Irish regiments);

- c. necktie (regimental pattern);
- d. kilt pins;
- e. trews;
- f. dress sporrans;
- g. garter flashes;
- h. skean dhus (inserted in the top of the hose on the right leg);
- i. claymore;
- j. dirk (regimental pattern, worn at the waist on the right side);
- k. hose;
- l. spats;
- m. brogues (officers, CWOs, and MWOs only); and
- n. pipers waist and shoulder (sword) belts of approved regimental pattern.

#### **CANADIAN RANGERS**

14. The following paragraphs provide direction for Canadian Rangers (CR) on authorized variations of ceremonial, mess and service orders of dress; they do not provide direction on operational/field dress. See CR orders of dress Annex F.

15. The CR uniform/orders of dress are a blend of authorized CR red items, CADPAT T/W and Army/CAF items:

- a. CR Authorized Items:
  - (1) Ball-cap: red with embroidered CR badge;
  - (2) Sweatshirt: red hooded, with CR badge on front, rank tab centered above badge and Velcro removable Canadian Flag on left shoulder;
  - (3) T-shirt: red CR badge on left chest and CAF flag on left sleeve;
  - (4) CADPAT T/W pants;
  - (5) CAF black belt;
  - (6) Black WW boot;
- b. Authorized Cold Weather Items:
  - (1) Red fleece toque;
  - (2) Red ICE jacket;
  - (3) Red fleece top or olive green thermal underwear top zipped up to neck are authorized as an undergarment only;

(4) CADPAT T/W wind pants; and

(5) Black/OG gauntlet gloves/glove CW.

16. Rank:

a. CR Rank is to be worn on CADPAT epaulets with CRPG legend on the Sweatshirt and Red ICE jacket.

17. Honours, decorations and medals:

a. Authorized for wear on the Sweatshirt in No. 1 and No.2 orders of dress.

b. To be displayed on the left breast, see Annex F.

### **ORDERS OF DRESS**

18. Orders of dress and their composition are detailed in the following annexes:

Annex A – Ceremonial Dress – No. 1

Annex B – Mess Dress – No. 2

Annex C – Service Dress – No. 3

Annex D – Operational Dress

Annex E – Authorized Optional Items

Annex F – Canadian Rangers Orders of Dress

19. The occasions for wearing each order are in Chapter 2, Annex A.

20. Authorized occupational dress is detailed in Chapter 7.

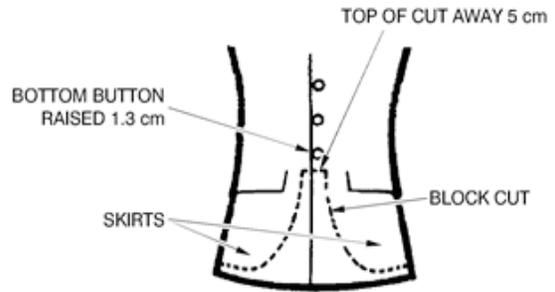
### SERVICE DRESS JACKET – DOUBLET PATTERN

**NOTE**

Male jacket illustrated. Modifications to the female jacket shall conform.

**BLOCK CUT**

- The bottom button on the jacket shall be raised 1.3 cm and a new button hole made.
- With the jacket buttons done up to ensure proper measurement, a block cut 5 cm wide, measured horizontally from the center of the bottom button, shall be made along a line of the original button hole.



**VENTS**

- The center rear vent of the jacket shall be sewn closed and then replaced with two 12.7 cm long side vents, opened on the vertical side seams.



**SKIRTS**

- The skirt of the jacket shall be lined with canvas for stiffening.
- Where required, the skirt length shall be adjusted to a line horizontal with the lower curvature of the buttocks.

**FACING**

- A 2.5 cm x 12.7 cm facing of service dress material shall be sewn vertically to the underside of the flap at both side vents.

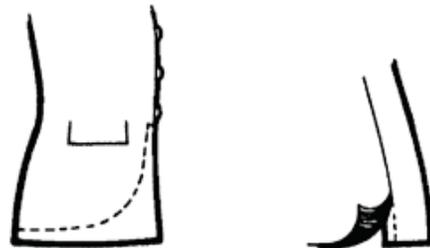


Figure 5-1-1 Kilted Dress – Jacket Modification



## SECTION 2

### BANDS AND MUSIC BRANCH MEMBERS

1. Members of the Music Branch are the only CAF members entitled to an issue of environmental uniforms at public expense to match their postings.
2. Regular Force musician recruits shall be issued the appropriate environmental uniforms determined by NDHQ/DHH upon enrolment.
3. Reserve Force musicians 00166 and 00210 shall be issued the appropriate environmental uniforms on entry.

#### AUTHORIZED BAND UNIFORMS

4. Bands are allocated to environments and branches/regiments and the military colleges for identification.
5. All navy bands are allocated to the Naval Operations Branch.
6. The branch/regimental allocation of army bands is explicit in their titles, except:
  - a. 2 Canadian Mechanized Brigade Group Pipes and Drums (voluntary pipe band) – (allocation to be determined);
  - b. 36 Canadian Brigade Group Band (brass-reed band) – (allocation to be determined);
  - c. 37 Canadian Brigade Group Band (brass-reed band) – (allocation to be determined);
  - d. 5<sup>th</sup> Division Band (brass-reed band) – (allocation to be determined);
  - e. Canadian Forces Base Borden Pipes and Drums (voluntary pipe band) – (allocation to be determined);
  - f. 5<sup>th</sup> Division Support Group Pipes and Drums (voluntary pipe band) – (allocation to be determined);
  - g. Canadian Forces Base Borden Brass and Reed Band (voluntary brass-reed band) – (allocation to be determined);
  - h. Ceremonial Guard Band, Ottawa (brass-reed band, and pipes and drums) – Governor General's Foot Guards and The Canadian Grenadier Guards;
  - i. La Musique de la Garde de cérémonie, Quebec (brass-reed band) – Royal 22<sup>e</sup> Régiment; and
  - j. Communications and Electronics Garrison Military Band (voluntary brass-reed band) – (allocation to be determined).
7. All air force (RCAF) bands, including the Central Band of the Canadian Armed Forces, are allocated to the Air Operations Branch.
8. Band dress distinctions, where authorized, are listed under the appropriate organizational title or heading in Chapter 6 or in this section. In addition:
  - a. 2 Canadian Mechanized Brigade Group Pipes and Drums (voluntary pipe band) – (tartan to be determined);
  - b. 5<sup>th</sup> Division Support Group Pipes and Drums (voluntary pipe band) – (tartan to be determined); and
  - c. Canadian Forces Base Borden Pipes and Drums (voluntary pipe band) – Hunting Stewart tartan.

9. Except as noted in paragraph 10, all band members shall wear the environmental uniforms and branch/corps, regimental and other insignia, and accoutrements, appropriate to their band's allocation.
10. Members of a band not allocated to a branch/corps or regiment shall wear Music Branch accoutrements.
11. By custom, military and civilian volunteer musicians parading as part of a band may be authorized to wear the uniforms of that band as optional items. No rank insignia shall be worn unless the individual holds that rank by right. Appointment badges such as that of drum major may be worn.
12. Music card pouches (waist or shoulder belt patterns), side-arms (musician swords or bayonets) and instrument aprons and leg guards may be worn as appropriate with ceremonial and service dress orders of dress.
13. Details of emblazonment on unit drums and on Drum Majors' sashes are included in A-PD-202-001/FP-000, Canadian Armed Forces Bands and Marches – Volume 1: Band Instructions and A-AD-200-000/AG-000, The Heritage Structure of the Canadian Armed Forces.
14. Uniforms shall not be embellished except as allowed by these instructions.
15. All insignia worn shall be the authorized patterns. Standard badges of rank shall be worn in their authorized positions on the jacket except for warrant ranks, which shall be positioned 1.2 cm above the apex of the uppermost chevron of the drum, pipe, bugle, or trumpet major's appointment badge, if appropriate.
16. For normal duties, musicians shall wear the standard orders of dress detailed in this chapter. Musicians and bands wear the same order of dress as the main body of troops they are supporting (see Chapter 2, Section 1, paragraph 43).

#### **MILITARY BANDS AND CORPS OF DRUMS (OTHER THAN PIPE BANDS)**

17. Additional uniforms may be worn as follows:
  - a. **Full Dress and undress** – (see Chapter 6), on appropriate occasions.
  - b. **Concert Dress** (military bands only). See Chapter 7.

#### **PIPE BANDS**

18. Full dress and undress (see Chapter 6) may be worn on appropriate occasions.
19. Tartans and related Scottish and Irish dress accessories and accoutrements shall be approved by NDHQ/DHH.
20. Drummers and drum majors shall normally wear the authorized tartan of the unit concerned. Unless otherwise authorized, drummers and drum majors not of Scottish or kilted Irish regiments shall wear standard orders of dress, i.e. tunics, jackets and trousers, when performing.
21. Pipers may be authorized a separate tartan or sett as substantiated by custom or other reasons. Plaids, pipe bag covers and pipe ribbons and cords normally conform.
22. For units authorized full dress or patrol dress (undress):
  - a. Scottish units and pipe bands are classified as Lowland, unless specifically designated to be Highland;
  - b. the cut and colour of drummer and drum major uniforms corresponds to that of the line (i.e. the parent or allocated unit);

- c. Scottish piper full dress tunics are green (Highland) or blue (Lowland) – the colour of Royal Military College of Canada, The Toronto Scottish Regiment, and Air Force full dress piper uniforms corresponds to that of the line; and
  - d. piper headdress worn with all orders of dress is a glengarry (undiced border) for Scottish bands and a caubeen for Irish ones, unless otherwise authorized.
23. Kilted orders of dress for voluntary pipe bands shall be procured at no expense to the public except as noted in Chapter 6, paragraph 3.

A-DH-265-000/AG-001

**ANNEX A****CEREMONIAL DRESS – No. 1**

1. **Introduction.** This annex and Figures 5A-1 and 5A-2 describes ceremonial dress.
2. **Full Dress.** Optional full dress (No. 1B Order) is only worn by RMCC officer cadets, authorized organizations, and Air Force pipe bands. Details are in Chapter 6.
3. **Undress**
  - a. Optional undress uniforms (Nos. 1C and 1D Orders) are only worn by Navy members, (summer only – see sub-paragraph b.) and by RMCC officer cadets, Army members of the Army Reserve and Air Force pipe bands (see Chapter 6).
  - b. The optional Navy high-collared white jacket is worn only during the summer dress period. A uniform of either 65/35 or 75/25 poly/cotton mix or 100 percent polyester is authorized for wear, provided components are not mixed. A white clutch evening bag may be carried by women.
4. **Accoutrements**
  - a. Officers, Chief Petty Officers First class and Chief Warrant Officers wear either:
    - (1) an approved sword belt and slings and:
      - (a) Navy – a Navy officer pattern sword,
      - (b) Army – a universal pattern (infantry) or other approved sword, and
      - (c) Air Force– an Air Force pattern sword; or
    - (2) a pistol and approved ceremonial belt and holster.
  - b. Chief petty officers second class and petty officers first class may be ordered to wear the universal pattern (infantry) sword with corresponding sword belt and slings on appropriate occasions.
  - c. If regimental customs so authorize, Army non-commissioned members may wear a sword.
  - d. When armed with a rifle or carbine, their normal weapon, non-commissioned members shall wear a bayonet with bayonet carrier and scabbard on the approved ceremonial belt.
  - e. Officers, warrant officers and sergeants in rifle regiments may wear a black shoulder belt with pouch with No. 1 and No. 1A orders of dress in accordance with regimental customs.
  - f. Musicians may wear side-arms (musician swords or bayonets) with ceremonial orders of dress (see Section 2, paragraph 10, and Chapter 6, Figures 6-10 to 6-12).
5. **Clothing Items**
  - a. Optional white gloves may be worn by:
    - (1) Navy and Air Force members with No. 1 Orders of dress; and
    - (2) Army members in accordance with branch/corps or regimental custom (armoured and rifle regiments may wear black gloves in lieu in accordance with regimental custom.

- b. Long-sleeved shirts:
  - (1) shall be worn by Navy members, and
  - (2) may be ordered worn by Army and Air Force members.
- c. Topcoat (gabardine) or lightweight raincoat are the only authorized outer wear with ceremonial dress (with the exception of orders of dress found in Chapter 6).
- d. Rifle regiments may wear black accoutrements in lieu of white, black necktie, and wedge cap in approved colours and design in accordance with regimental custom.
- e. Women may wear the No. 3 order alternative skirt with No. 1A order of dress when not on parade and when strict uniformity is not ordered, according to the occasion for wear.

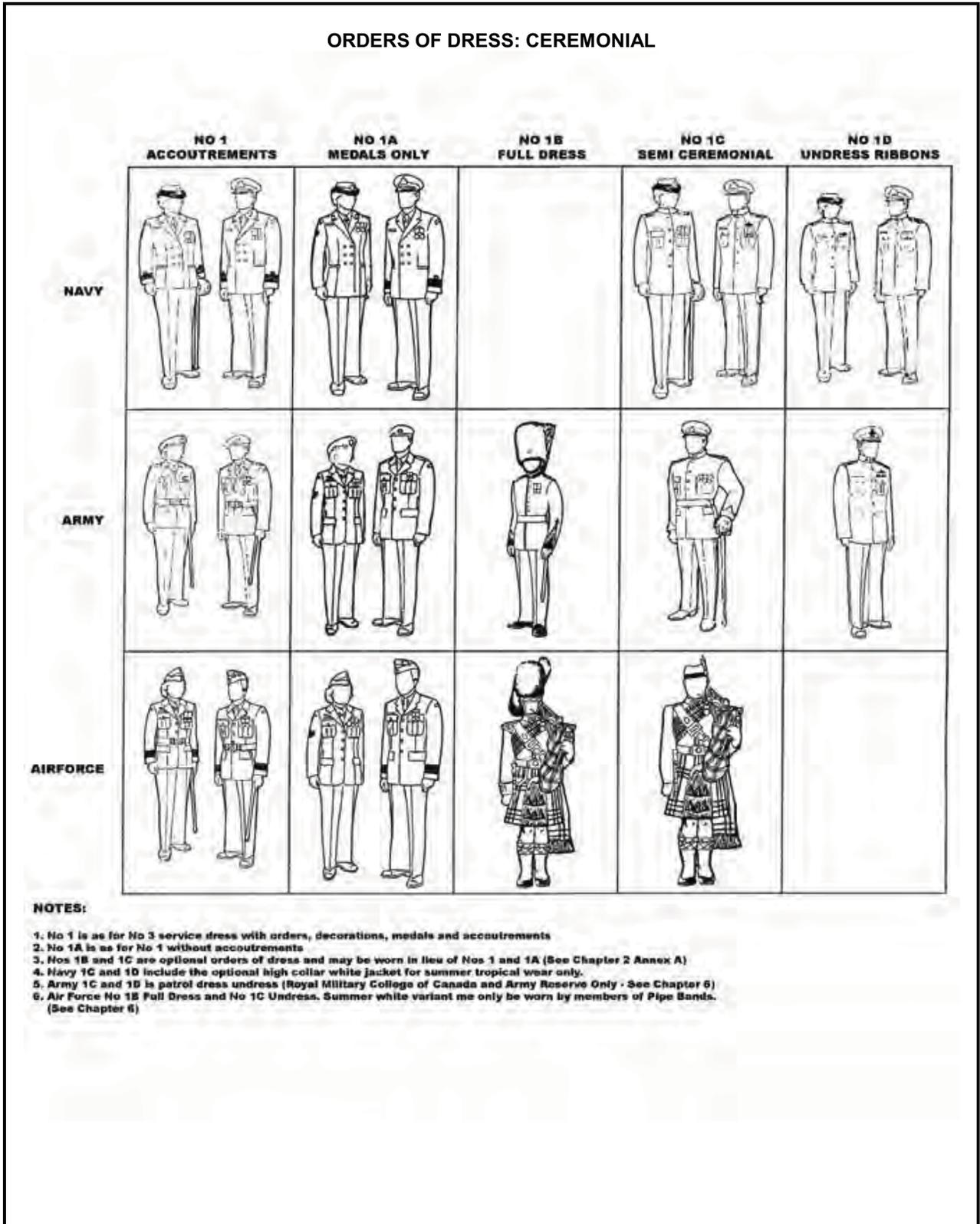


Figure 5A-1 Ceremonial Dress

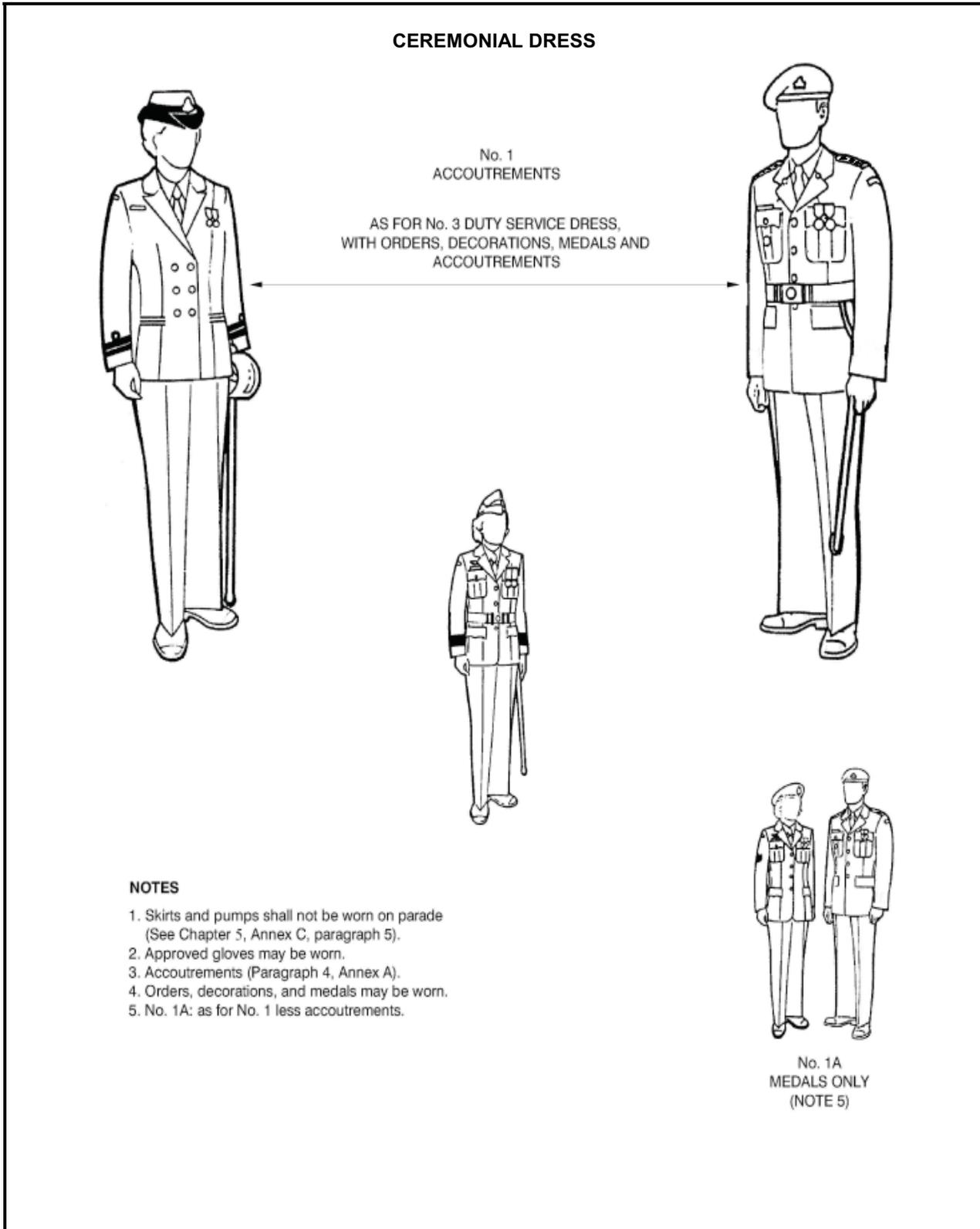


Figure 5A-2 Ceremonial Dress

**ANNEX B****MESS DRESS – NO. 2****1. Introduction**

- a. This annex and Figures 5B1-1 to 5B1-8 describe mess dress. Tailoring specifications may be obtained through normal supply channels from NDHQ/DSSPM.
- b. Further details on universal Army No. 2 mess dress patterns and their authorized variations are in Appendix 1.
- c. No. 2A is an allowed option for summer/tropical wear unless restricted by branches/regiments. No. 2A order is as for No. 2 order, except the jacket, mess dress, white replaces the jacket, mess dress, navy blue, scarlet, rifle green, or air force blue. See also paragraph 2. and sub-sub-paragraph 8.d.(4). Men's and women's white jackets are single patterns (Navy, Army, Air Force), without facing colours or other variations. Universal shoulder boards are worn in the following colours:
  - (1) Navy – navy blue (i.e. black – flag officers covered in gold lace);
  - (2) Army – midnight blue with 12.7mm gold lace border (General Officer's Only); and
  - (3) Air Force– air force blue.

**2. Cummerbunds and Waistcoats.** Cummerbunds or waistcoats shall conform to the distinctive colours and design information in this annex, including Appendices 1 and 2. Waistcoats, where authorized, are worn with No. 2 order, and cummerbunds are worn otherwise, during the summer, in the tropics, and with No. 2A order.

**3. Accessories.** See Annex E.

**4. Honours and Flying and Specialist Skill Insignia.** Miniature orders, decorations and medals and a single miniature flying or specialist skill badge are worn on Nos. 2 and 2A mess dress jackets. MID and Commendation insignia are worn in accordance with Chapter 4 paragraph 18.

**5. Headdress.** Headdress is not worn with orders of mess dress.

**6. No. 2B Order**

- a. No. 2B mess service is an optional uniform for wear by the following personnel in preference to No. 3 service dress on occasions when mess dress is considered appropriate:
  - (1) newly commissioned Regular Force officers during the six months accorded them to obtain mess dress; and
  - (2) all other members.
- b. Air Force members may be ordered to wear heavyweight or lightweight uniform items with No. 2B Order. Heavy and lightweight uniform items shall not be mixed.
- c. Jacket is worn as for service dress order No. 3, including undress ribbons and flying and specialist skill badges. Name tag is not worn.
- d. Headdress is not worn.

**7. No. 2C Order.** Worn on shipboard only. Army and Air Force members may modify Navy shoulder boards with their environmental cloth and double slip-on loops.

**8. No. 2D Order.** May be worn by Air Force members as No. 2 order.

9. **Obsolete Mess Dress.** Obsolete patterns of mess dress are not authorized for wear by CAF members.
10. **Outerwear.** The following outerwear may be worn or carried with mess dress as appropriate:
  - a. topcoat (gabardine) or:
    - (1) for Navy officers of the rank of captain(N) or above, the optional boat cloak, and
    - (2) for Army regiments possessing full dress outerwear, capes or greatcoats; raincoat, lightweight
  - b. gloves, leather black ( worn with the topcoat (gabardine) during the period winter dress instructions are in effect), and otherwise:
    - (1) white gloves with the boat cloak,
    - (2) for Army members, gloves white/black in accordance with branch/regimental custom,
    - (3) for Air Force members, white gloves as ordered, and
    - (4) gloves (white or black) are not worn with No. 2A or 2C orders.
  - c. overshoes, rain or snow (including low or toe rubbers);
  - d. rain bonnet;
  - e. scarf; and
  - f. umbrella

**APPENDIX 1, ANNEX B****BRANCH AND REGIMENTAL  
Nos. 2 AND 2A ORDERS OF DRESS****UNIVERSAL PATTERNS**

1. This Appendix pertains to personnel that wear Army Service Dress. Annex B and Figures 5B1-3 and 5B1-4 describe the universal Army No. 2 (mess dress standard) and No. 2A (mess dress white) orders of dress. This appendix contains authorized variations from the universal patterns. Detailed tailoring specifications may be obtained through normal supply channels from NDHQ/DSSPM and the appropriate branch adviser.
2. No. 2A is an allowed option for summer/tropical wear unless restricted by branches/regiments. The jackets are universal patterns for all (see Annex B, sub-paragraph 1.c.).
3. Branch and regimental cummerbunds colours are listed in Appendix 2.
4. Full dress, undress (patrol dress) and mess dress are related. See Chapter 6. Also:
  - a. The modern use of universal pattern mess dress with standard options has led to differences in whether a particular branch/corps and regiment uses environmental, branch or regimental facing colours on mess dress jackets. Details are given in individual paragraphs that follow.
  - b. Trousers and footwear are the same for full, patrol and mess dress. Women may wear a long skirt or, alternatively, trousers with mess dress.
5. **Standard Options.** The following are standard options for the universal pattern Army mess dress (Figures 5B1-3 and 5B1-4). Members of branches/corps and regiments with no authorized differences from the universal pattern shall wear that pattern and these options:
  - a. **Jacket.** The environmental facing colour of midnight blue on collar, shoulder-straps and cuffs. Standard pointed infantry cuffs. Gold officers' cuff embellishment. For males, plain jacket front without buttons or button-holes. For females, plain jacket front with single link buttons.
  - b. **Waistcoat/Cummerbund.** Midnight blue waistcoat, collarless, fastened with four buttons. Either a waistcoat or cummerbund is worn with the jacket. During the summer dress period, a cummerbund is worn.
  - c. **Trousers/Overalls/Skirt.** Highcut trousers; overalls optional. Scarlet trouser/overall/skirt stripe, 4.5 cm wide along trouser seam and around (half on each side) skirt vent.
  - d. **Footwear.** With trousers/overalls, black socks; black shoes or wellington boots; wellingtons with overalls; no spurs. With women's skirt, beige or black plain-pattern nylons; black leather/patent leather pumps.
  - e. **White Gloves**
6. **Insignia.** Current CAF insignia shall be worn.
7. **Authorized Differences.** Branch/Corps or, for members of the Armour and Infantry corps, regimental differences may be authorized. Members of Scottish and kilted Irish regiments are authorized special patterns as illustrated in Figure 5B1-4. Authorized differences are listed in the paragraphs that follow.

## **DIFFERENCES FOR GENERAL OFFICERS**

8. Surgeon pointed cuffs with gold lace 12.7 mm around the top. Gold lace border (12.7 mm) on shoulder-straps. Four buttons and buttonholes on male jacket front closure.

## **DIFFERENCES FOR COLONELS (LESS ROYAL AND HONORARY APPOINTEES)**

9. Surgeon pointed cuffs with 0.4cm trefoil braid on the sleeve. Gold lace border (0.4cm) on the shoulder strap. Four buttons and buttonholes on male jacket front closure.

## **AUTHORIZED BRANCH/CORPS DIFFERENCES**

10. **Armour Corps.** See separate listings under “Armoured Regiments” that follow.

11. **Artillery Branch.** Waistcoat for all ranks. White jacket (No. 2A) optional for officers and CWOs only. Trouser/skirt stripe 4 cm. Overalls optional, with optional spurs. No buttons on jacket of female version.

12. **Cadet Instructors Cadre.** Surgeon cuffs. Four buttons on a male jacket front. Trouser/skirt stripe, 2.5 cm. No wellingtons.

13. **Chaplain Branch.** Surgeon cuffs. Waistcoat optional for junior officers. Light purple trouser/skirt stripe. Shoes or pumps only.

14. **Communications and Electronics Branch.** Black facings on collar and cuff. Scarlet shoulder-straps. Surgeon cuffs. Black waistcoat with four buttons for officers and CWOs. Black trousers/skirts. Trouser stripe 4 cm. No gloves.

15. **Dental Branch.** Surgeon cuffs. Four buttons on male jacket front. Green waistcoat optional for junior officers and below. Green trouser/skirt stripe. Shoes or pumps only.

16. **Electrical and Mechanical Engineering Branch.** Scarlet shoulder-straps. Waistcoats with four buttons/buttonholes for officers and CWOs. Trouser stripe 4 cm; skirt stripe 3 cm around vent.

17. **Infantry Corps.** See separate listings under “Infantry Regiments” that follow.

18. **Intelligence Branch.** Midnight green facings. Silver officers cuff embellishment. Surgeon cuffs. Midnight green waistcoat for officers. Midnight green trouser/skirt. Wellingtons. No gloves.

19. **Legal Branch.** Black facings. Surgeon cuffs. Black waistcoat. Black trousers/skirts with 6.3 cm black stripe. Black gloves.

20. **Logistics Branch.** NCM jacket, no shoulder-strap. Surgeon cuffs. Senior officers 12.7mm gold lace cuff embellishment. Four buttons on male jacket front. Waistcoat for officers and CWOs. Trouser/skirt stripes, two 1.2 cm stripes separated by 1.2 cm.

21. **Medical Branch.** Surgeon cuffs. Sanguine waistcoat for officers and CWOs; female waistcoat with three buttons/buttonholes. Cherry trouser/skirt stripe. No gloves.

22. **Military Engineering Branch.** Surgeon cuffs. Waistcoat for all ranks; female waistcoat with three buttons/buttonholes. Trouser stripe 5 cm. Overalls with spurs optional. No gloves.

23. **Military Police Branch.** Surgeon cuffs. , Four buttons on male jacket front. Waistcoat for officers and CWOs. Trouser stripes: officers, standard; NCMs, 2.5 cm. Wellingtons only. Overalls and spurs for senior officers. No gloves.

24. **Music Branch.** Jacket closure single link buttons (male and female). No waistcoat. Trouser/skirt stripe, 3 cm.

- 25. **Personnel Selection Branch.** Surgeon cuffs. Maroon 3 cm trousers/skirt stripe. No gloves.
- 26. **Public Affairs Branch.** Waistcoat for officers.
- 27. **Training Development Branch.** Waistcoat for officers. White gloves optional.

#### **ARMoured REGIMENTS – AUTHORIZED DIFFERENCES**

- 28. Common Corps Pattern. Black Corps facings on collars and cuffs. Scarlet shoulder-straps. Surgeon cuffs with no buttons. Black waistcoat for all ranks. Yellow cummerbund. Overalls vice trousers, with 4.5 cm yellow stripe for all except those authorized light-cavalry trouser stripes (see Chapter 6). Spurs. No gloves. Common corps specification for all Corps members and regiments without further authorized differences below.
- 29. **The Royal Canadian Dragoons.** Standard corps pattern.
- 30. **Lord Strathcona's Horse (Royal Canadians).** Myrtle green cummerbund.
- 31. **12<sup>e</sup> Régiment blindé du Canada.** Standard corps pattern.
- 32. **The Governor General's Horse Guards.** Midnight blue jacket, separate horse/dragon-guard officer/CWO and NCM patterns; scarlet facings. Officers, silver shoulder cords. Two buttons on cuff. Scarlet waistcoat, for officers, warrant officers and sergeants. Scarlet 6.3 cm trouser stripe. White gloves.
- 33. **The Halifax Rifles (RCAC).** To be published.
- 34. **8th Canadian Hussars (Princess Louise's).** Standard corps pattern.
- 35. **The Ontario Regiment (RCAC).** Standard corps pattern.
- 36. **The Queen's York Rangers (1<sup>st</sup> American Regiment) (RCAC).** Woodland green jacket; blue amethyst facing; white waistcoat.
- 37. **The Sherbrooke Hussars.** Light-cavalry trouser stripes.
- 38. **1<sup>st</sup> Hussars.** Blue jacket. Buff facing on collar. Blue shoulder straps. Blue waistcoat for all ranks. White light-cavalry trouser stripes.
- 39. **The Prince Edward Island Regiment (RCAC).** Standard corps pattern.
- 40. **The Royal Canadian Hussars (Montreal).** Blue jacket, white facings on collar; blue cuffs and shoulder straps; scarlet waistcoat. White light-cavalry trouser stripes.
- 41. **The British Columbia Regiment (Duke of Connaught's Own).** Rifle green waistcoat and Cummerbund.
- 42. **The South Alberta Light Horse.** Light-cavalry trouser stripes.
- 43. **The Saskatchewan Dragoons.** Standard corps pattern.
- 44. **The King's Own Calgary Regiment (RCAC).** Cambridge blue cummerbund for MWOs and below.
- 45. **The British Columbia Dragoons.** Standard corps pattern.
- 46. **The Fort Garry Horse.** Standard corps pattern.
- 47. **Le Régiment de Hull (RCAC).** Blue jacket and facings, light-cavalry trouser stripes. French royal blue waistcoat and cummerbund.
- 48. **The Windsor Regiment (RCAC).** White light-cavalry trouser stripes.

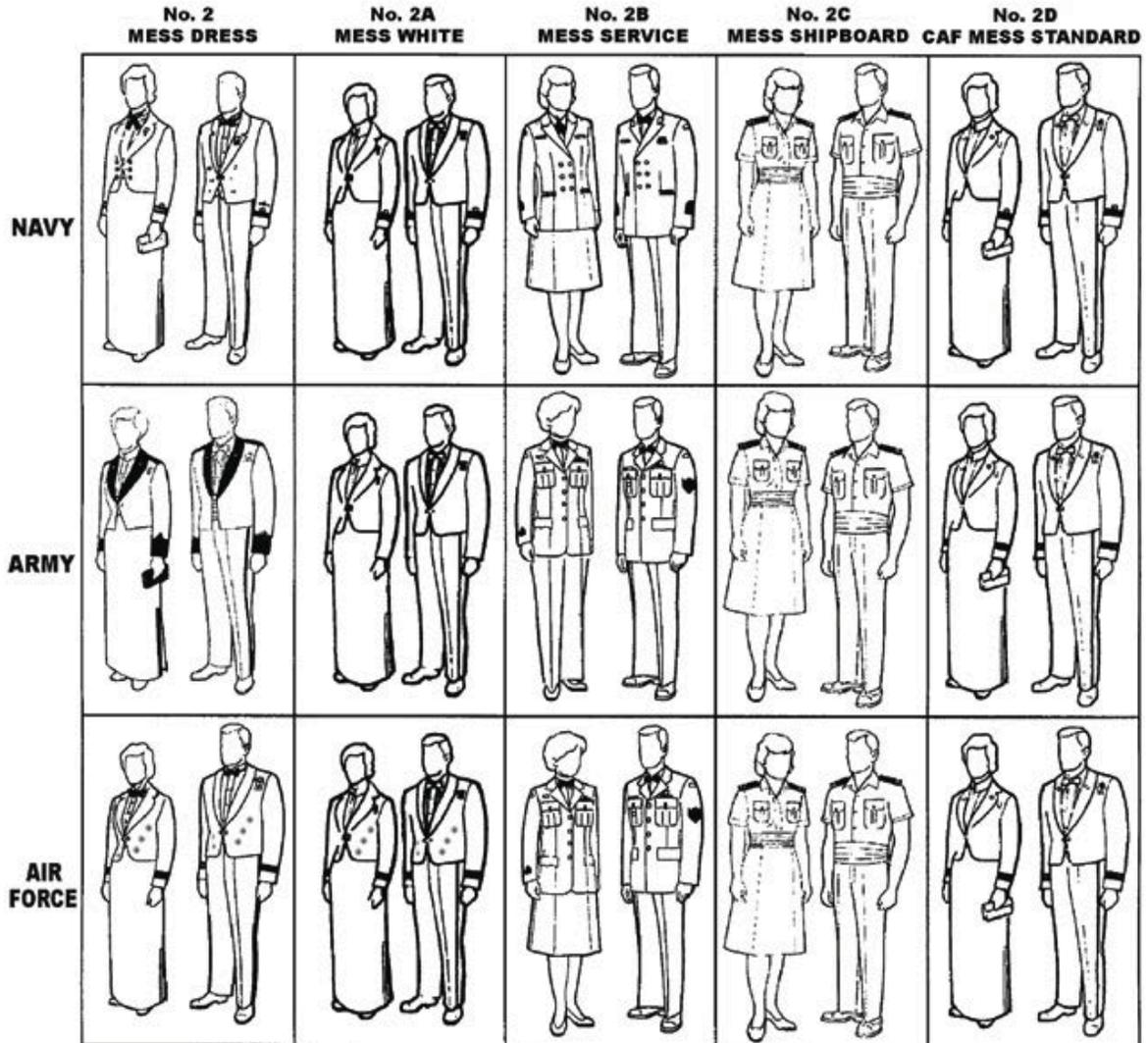
## INFANTRY REGIMENTS – AUTHORIZED DIFFERENCES

49. **Common Infantry Patterns.** Scarlet cummerbund, trouser/skirt stripe 0.6 cm welt, unless otherwise authorized below.
50. **The Royal Canadian Regiment.** Surgeon cuffs. Four buttons on male jacket front with uncut buttonholes. Trousers stripe infantry standard, except 4 RCR; 4 RCR officer and CWO trousers stripe 4.5 cm. Wellingtons only. Blue/amber/black cummerbund.
51. **Princess Patricia's Canadian Light Infantry.** French grey facings on collar and cuff. Scarlet shoulder-straps. Surgeon cuffs. Four buttons on male jacket front. Midnight blue waistcoat for officers and CWOs; French grey cummerbund.
52. **Royal 22<sup>e</sup> Régiment.** Surgeon cuffs; pointed with two buttons for officers and CWOs; unpointed with one button for MWO, WO, Sgts; sleeve without separate cuff but with one button for MCpl and below. Jacket front closure, six buttons, three per side, in a "V", with six button-holes along the jacket closure edges. Waistcoat for officers and CWOs. Overalls with Wellingtons for officers and CWOs. French royal blue cummerbund.
53. **Governor General's Foot Guards.** No shoulder straps. Waistcoat with roll collar for officers, warrant officers and sergeants, with buttons in pairs. Officers trousers stripe 5 cm. No rank insignia for officers; instead regimental sleeve embellishment by officer rank-group. Midnight blue Cummerbund.
54. **The Canadian Grenadier Guards.** As for the Governor General's Foot Guards, except that buttons are not worn in pairs.
55. **The Queen's Own Rifles of Canada.** Rifle green jacket; green collar (piped scarlet) and shoulder straps; scarlet cuffs. Rifle green trousers, 5 cm black mohair braid stripe for officers and CWOs. Scarlet waistcoat and cummerbund.
56. **The Black Watch (Royal Highland Regiment) of Canada.** Buff lining on jacket turn-back (front lapel). Black Watch tartan waistcoat, with roll collar and three buttons. Black Watch tartan cummerbund.
57. **Les Voltigeurs de Québec.** Rifle green jacket; scarlet facings. Rifle green trousers; 5 cm black mohair braid stripe for officers and CWOs. Scarlet waistcoat and cummerbund.
58. **The Royal Regiment of Canada.** Officers trousers stripe 5 cm. Midnight blue cummerbund.
59. **The Royal Hamilton Light Infantry (Wentworth Regiment).** Dark green waistcoat. Cummerbund: Royal purple, diagonal of feuille-morte yellow and light infantry green.
60. **The Princess of Wales' Own Regiment.** Standard corps pattern.
61. **The Hastings and Prince Edward Regiment.** Standard corps pattern.
62. **The Lincoln and Welland Regiment.** Standard corps pattern.
63. **The Royal Highland Fusiliers of Canada.** Crimson lining on front of rolled and stepped collar. MacKenzie tartan waistcoat; scarlet cummerbund (tropics only).
64. **The Grey and Simcoe Foresters.** Lincoln green facings.
65. **The Lorne Scots (Peel, Dufferin and Halton Regiment).** White facings on cuffs and shoulder straps; roll collar, faced scarlet, piped white. White waistcoat and cummerbund.
66. **The Brockville Rifles.** Rifle green jacket; green collar (piped scarlet) and shoulder straps; scarlet cuffs. Rifle green trousers with 5 cm black mohair braid stripe for officers and CWOs. Scarlet waistcoat. Cummerbund: rifle green, diagonal 0.3 cm red stripe spaced at 5 cm intervals.

67. **Stormont, Dundas and Glengarry Highlanders.** Rolled collar. Gauntlet cuffs with three horizontal buttons. Macdonnell of Glengarry tartan waistcoat and cummerbund.
68. **Les Fusiliers du St-Laurent.** Standard corps pattern.
69. **Le Régiment de la Chaudière.** Silver cummerbund.
70. **Les Fusiliers Mont-Royal.** White facings. Cummerbund: ceinture fléchée.
71. **The Princess Louise Fusiliers.** Standard corps pattern.
72. **The Royal New Brunswick Regiment.** Leslie Hunting tartan cummerbund.
73. **The West Nova Scotia Regiment.** Standard corps pattern.
74. **The Nova Scotia Highlanders.** Rolled collar, three front buttons. White piping on collar and cuffs. No cuff buttons. MacDonald clan Donald tartan waistcoat, rolled collar, three buttons; MacDonald clan Donald tartan cummerbund (tropics only).
75. **Le Régiment de Maisonneuve.** Standard corps pattern.
76. **The Cameron Highlanders of Ottawa.** Buff lining on front of jacket turn-back (front lapel). Midnight blue waistcoat: rolled collar, five buttons; collar, front and pockets trimmed in gold braid. Cameron of Erracht tartan cummerbund.
77. **The Royal Winnipeg Rifles.** Rifle green jacket: green collar (piped black) and shoulder straps; black cuffs. Rifle green trousers with 5 cm black mohair braid stripe for officers and CWOs; 0.6 cm black welt for NCMs. Black waistcoat and cummerbund.
78. **The Essex and Kent Scottish.** Standard corps pattern jacket. Midnight green waistcoat; black cummerbund (tropics only).
79. **48<sup>th</sup> Highlanders of Canada.** Officers and CWOs rolled and stepped collar, piped white; NCMs rolled collar. Gauntlet cuffs, officers and CWOs with three cuff buttons. Davidson tartan waistcoat, four buttons; Davidson tartan cummerbund (tropics only).
80. **Le Régiment du Saguenay.** Standard corps pattern.
81. **The Algonquin Regiment.** Standard corps pattern.
82. **The Argyll and Sutherland Highlanders of Canada (Princess Louise's).** Yellow facings. Pale yellow lining on jacket turn-back (front lapel), edged with 1.2 cm white cloth around jacket and top of cuffs. Argyll and Sutherland tartan waistcoat with roll collar and four buttons. Cummerbund: diagonal blue band, red stripe, green band, yellow stripe.
83. **The Lake Superior Scottish Regiment.** Standard corps pattern jacket. Midnight blue waistcoat for officers and CWOs; midnight blue cummerbund.
84. **The North Saskatchewan Regiment.** Standard corps pattern.
85. **The Royal Regina Rifles.** Rifle green jacket; scarlet facings; rifle green collar. Rifle green trousers; 5 cm black mohair braid stripe for officers and CWOs. Green waistcoat and cummerbund.
86. **The Rocky Mountain Rangers.** Rifle green facings. Rifle green trousers. Rifle green waistcoat for senior officers; rifle green cummerbund.
87. **The Loyal Edmonton Regiment** (4<sup>th</sup> Battalion, Princess Patricia's Canadian Light Infantry). As for Princess Patricia's Canadian Light Infantry.

88. **The Queen's Own Cameron Highlanders of Canada.** As for The Cameron Highlanders of Ottawa.
89. **The Royal Westminster Regiment.** Four buttons on male jacket front. Waistcoat for officers, warrant officers and sergeants. Cumberbund: Royal blue for officers, warrant officers and sergeants; black for junior ranks.
90. **The Calgary Highlanders.** Yellow facings. Officers and CWOs rolled collar; NCMs stepped and rolled collar. Argyll and Sutherland tartan fly-plaid over the left shoulder and secured by a regimental brooch (officers and CWOs only). Argyll and Sutherland tartan waistcoat; Argyll and Sutherland tartan cumberbund (tropics only).
91. **Les Fusiliers de Sherbrooke.** Standard corps pattern.
92. **The Seaforth Highlanders of Canada.** Buff facings. Rolled and stepped collar; jacket collar, front and cuffs piped white. MacKenzie tartan waistcoat, with three buttons; MacKenzie tartan cumberbund (tropics only).
93. **The Canadian Scottish Regiment (Princess Mary's).** Rolled and stepped collar; jacket collar, front and cuffs piped white. Hunting Stewart tartan waistcoat; Hunting Stewart tartan cumberbund (tropics only).
94. **The Royal Montreal Regiment.** Standard corps pattern.
95. **The Irish Regiment of Canada.** Dark green facings. Straight-cut gauntlet cuffs with three horizontal buttons (no button holes). Dark green waistcoat and cumberbund.
96. **The Toronto Scottish Regiment (Queen Elizabeth, The Queen Mother's Own).** Hodden grey jacket; rolled collar. Midnight blue waistcoat; cumberbund: diagonal gold, silver-grey, Royal blue and scarlet stripes.
97. **The Royal Newfoundland Regiment.** Surgeon cuffs. Four buttons on male jacket front. Waistcoat for officers. Scarlet cumberbund.

ORDERS OF DRESS: MESS

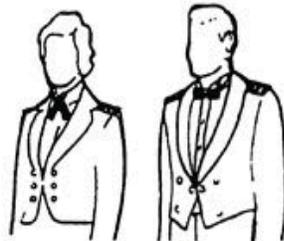
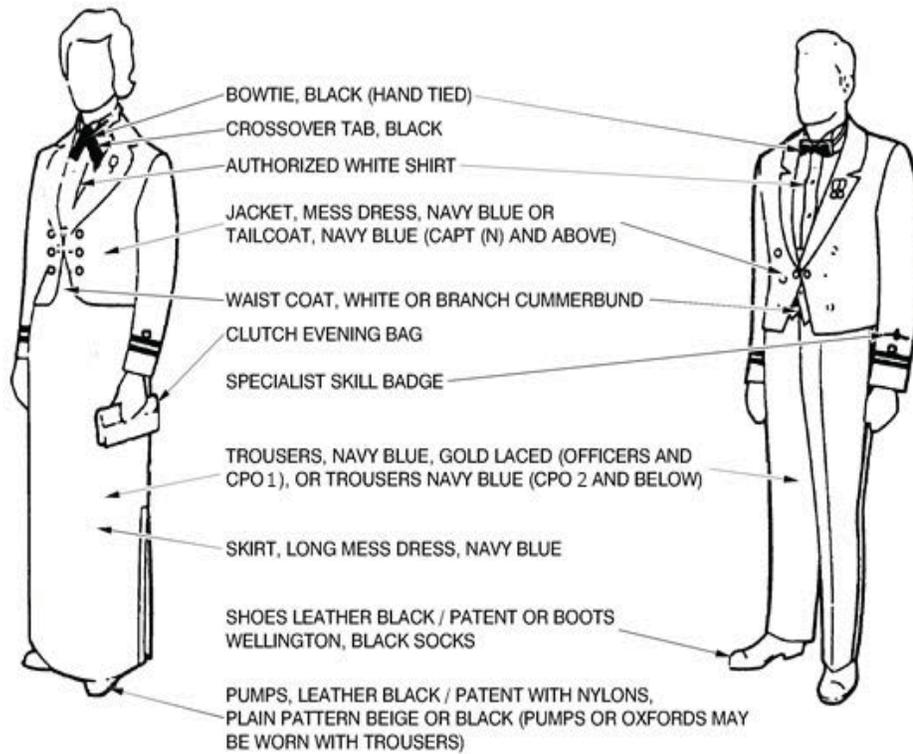


**NOTE**

**Air Force members may wear No. 2D as No.2**

Figure 5B1-1 Mess Orders of Dress

**No. 2 MESS STANDARD: NAVY**



No. 2A MESS WHITE: NAVY  
(NOTE 2)



ALTERNATIVE WOMAN'S  
TROUSERS

**NOTES**

1. Tailcoat navy blue is worn by Capt (N) and above (male and female officers).
2. For No. 2A, choice of white or black clutch evening bag (see Annex E to Chapter 5).

Figure 5B1-2 No. 2 Mess Standard – Navy

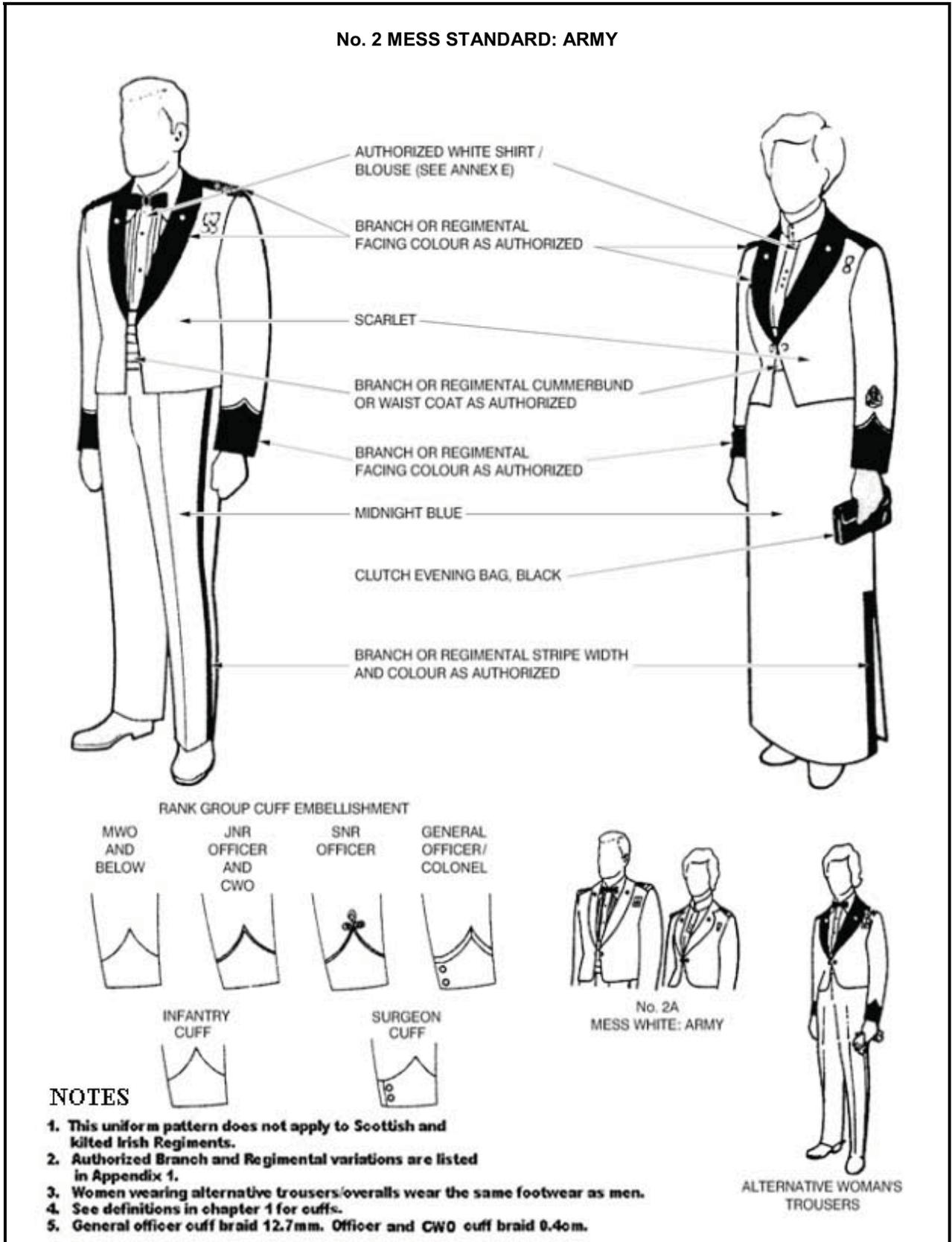


Figure 5B1-3 No. 2 Mess Standard – Army

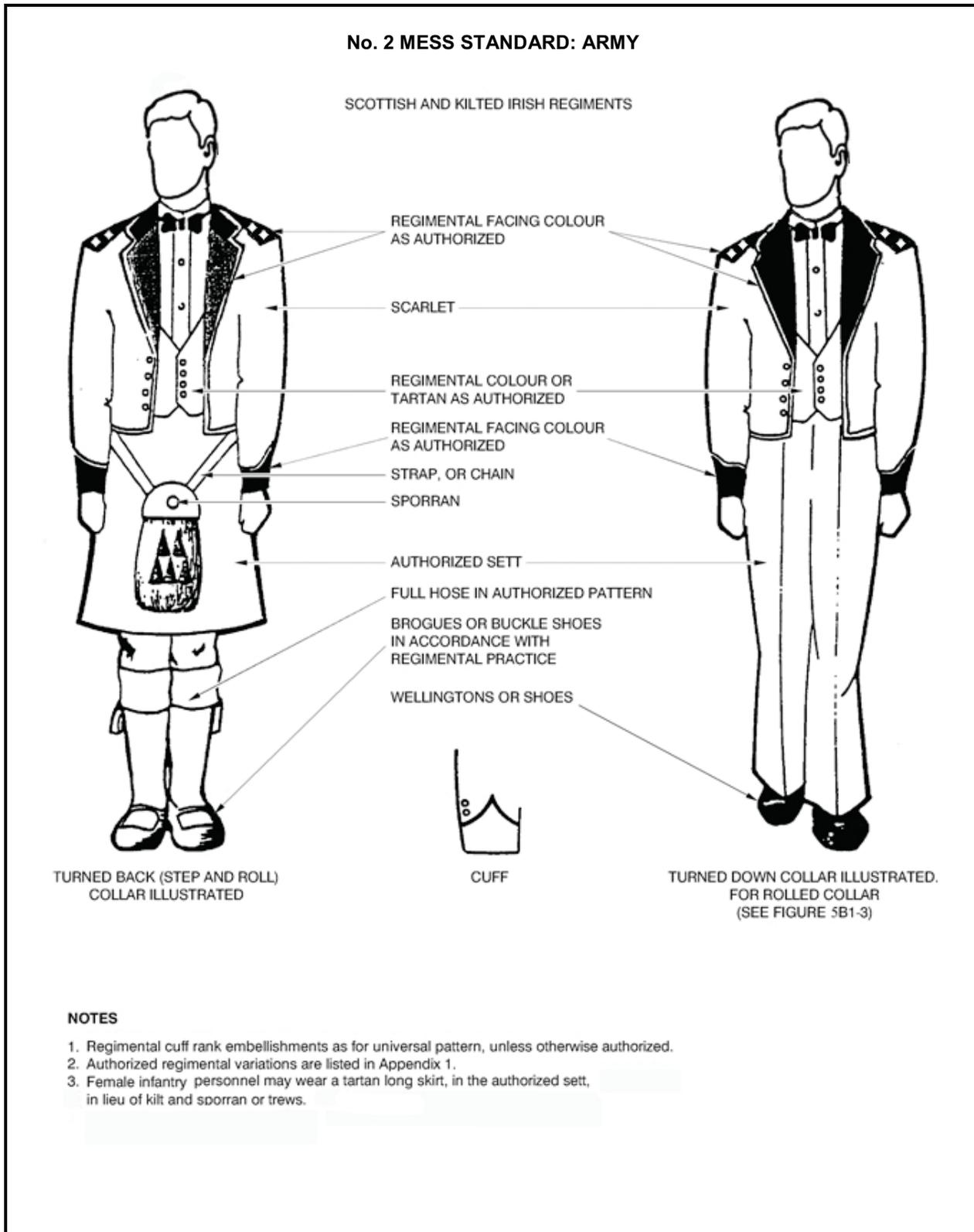


Figure 5B1-4 No. 2 Mess Standard – Army

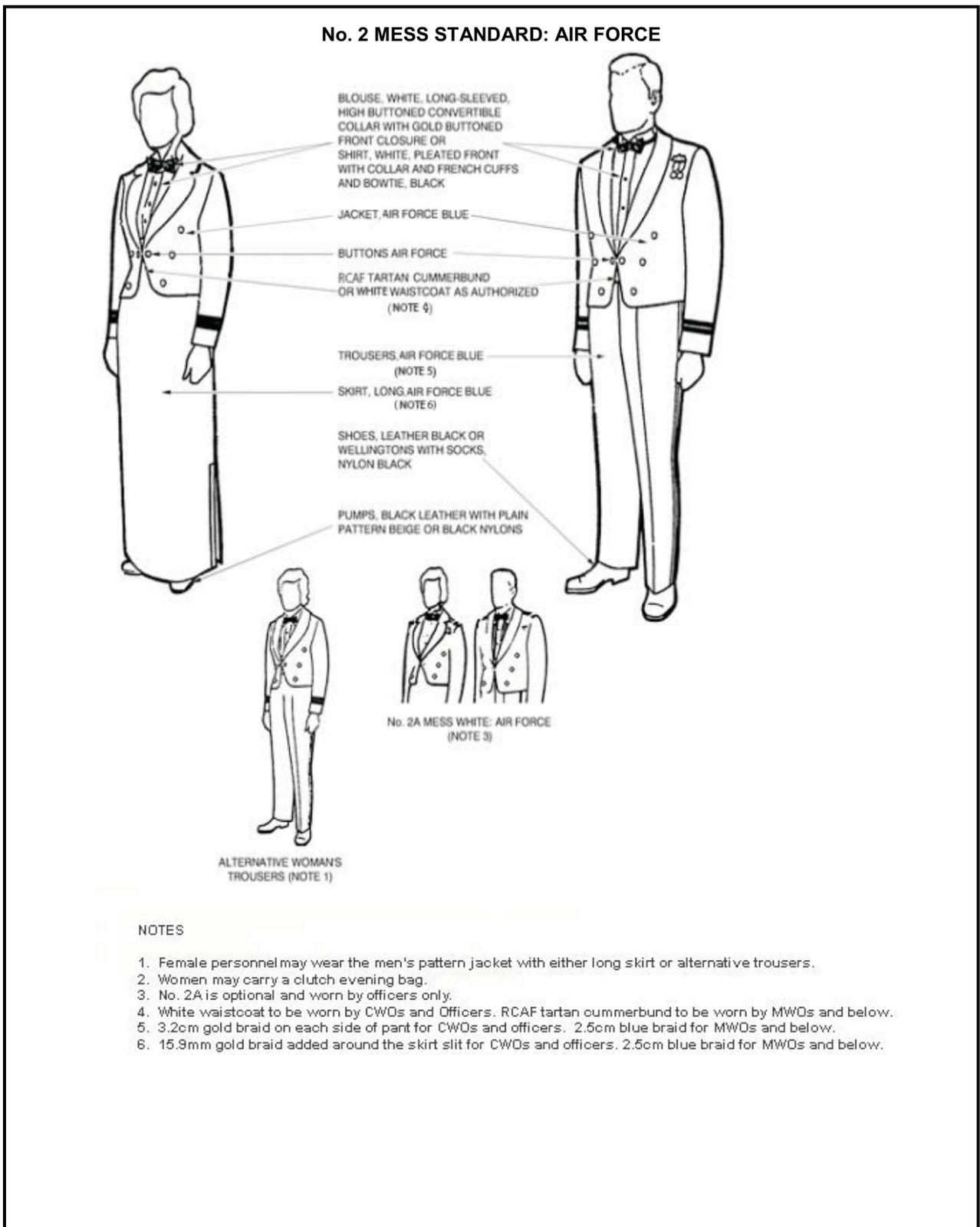


Figure 5B1-5 No. 2 Mess Standard – Air Force

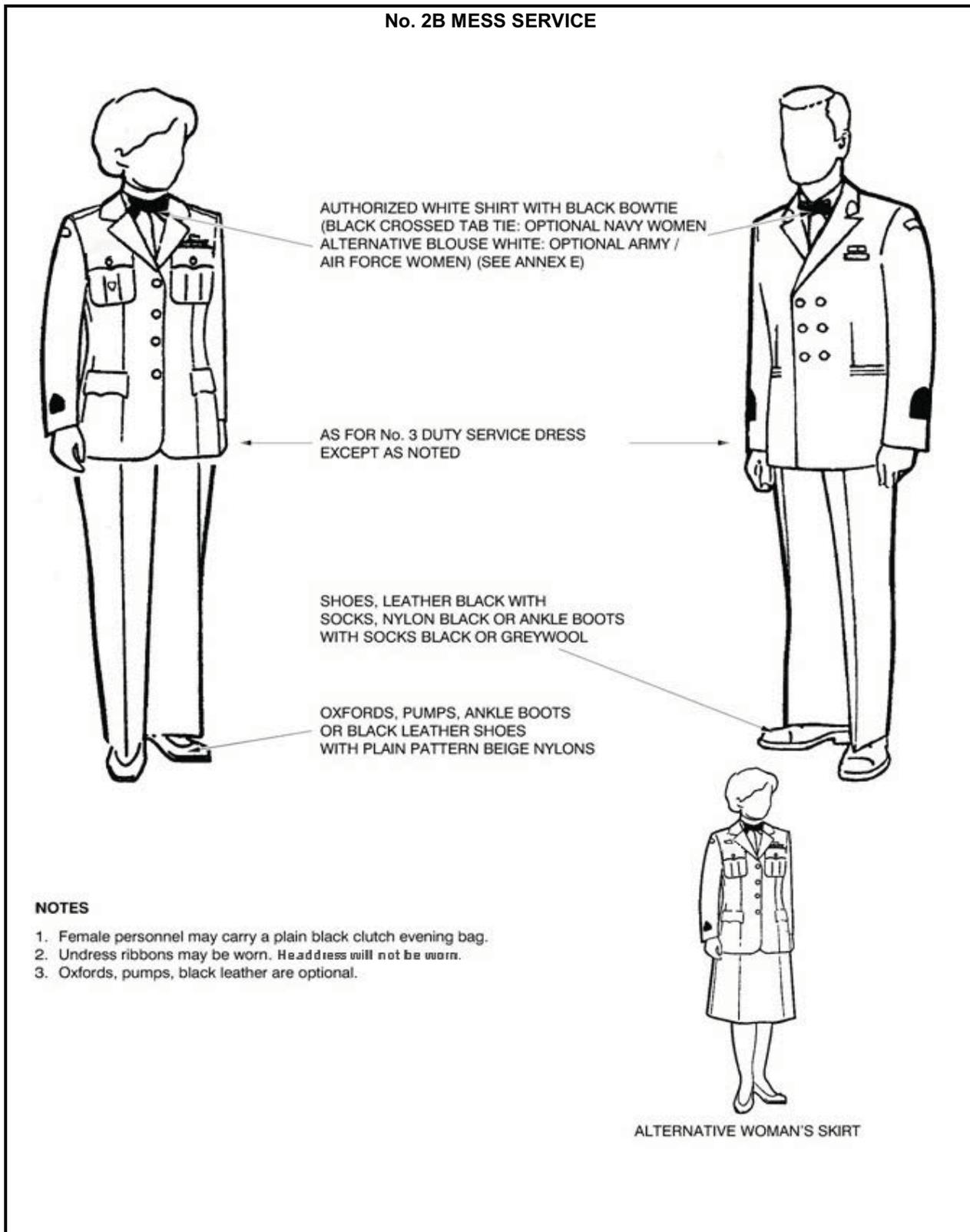


Figure 5B1-6 No. 2B Mess Service

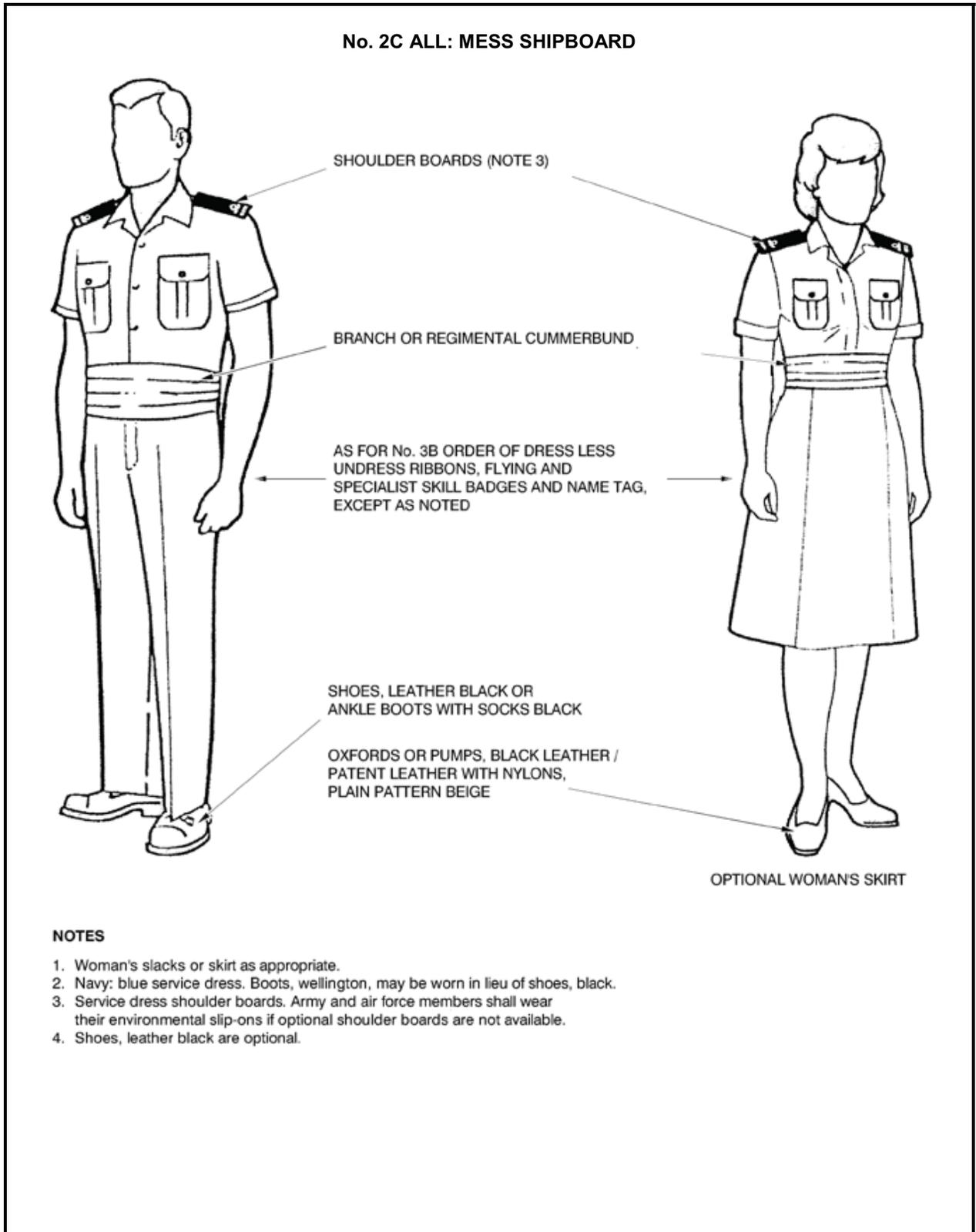


Figure 5B1-7 No. 2C All – Mess Shipboard

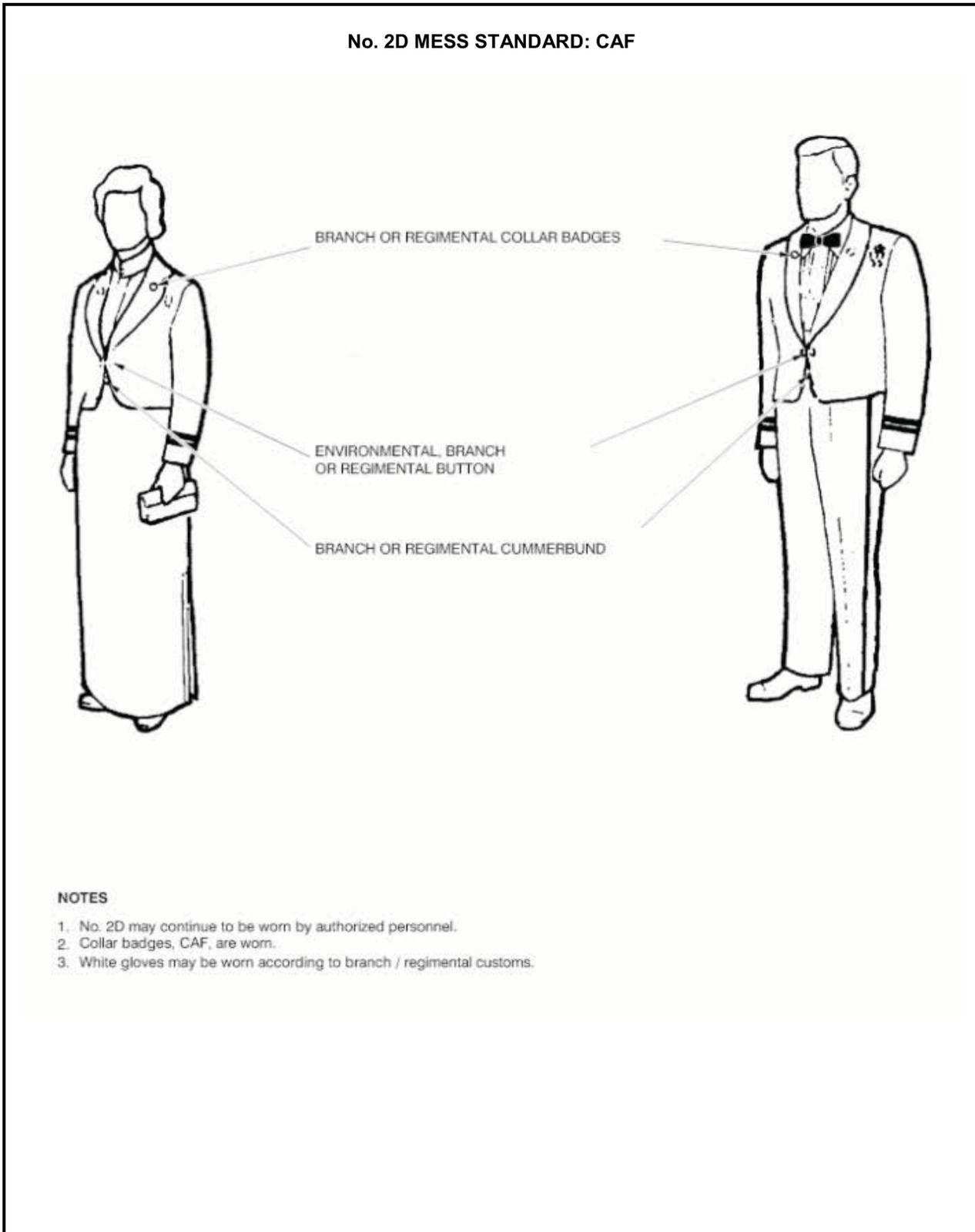


Figure 5B1-8 No. 2D Mess Standard – CAF

## APPENDIX 2, ANNEX B

### CUMMERBUNDS

1. **Flag/General Officers and Army Colonels.** Flag/General officers and Army Colonels may wear the universal midnight blue cummerbund or a cummerbund of the distinctive colour for their former branch.
2. **Air Force Members.** Air Force members may wear the RCAF tartan cummerbund or waistcoat or the cummerbund in the distinctive colour of their branch.
3. **Branches/Corps.** All members, except those mentioned above, shall wear cummerbunds of the authorized colour for their branch or, for Army members of the Armour and Infantry Corps, for their regiments as follows:

#### **Air Operations Branch**

(None authorized, see paragraph 2.)

#### **Armour Corps**

Cavalry yellow (see also regimental list in paragraph 4.)

#### **Artillery Branch**

Red zig zag stripes on dark blue

#### **Cadet Instructors Cadre**

Blue, red, black alternate diagonal stripes

#### **Chaplain Branch**

Purple

#### **Communications and Electronics Branch**

Blue

#### **Dental Branch**

Emerald green

#### **Electrical and Mechanical Engineering Branch**

Midnight blue

#### **Infantry Corps**

Scarlet (see also regimental list in paragraph 5.)

#### **Intelligence Branch**

Scarlet

#### **Legal Branch**

Wine red

#### **Logistics Branch**

Off-white, or diagonal stripes of gold, blue and red on black base cloth

#### **Medical Branch**

Dull cherry

#### **Military Engineering Branch**

Brick red

**Military Police Branch**

Scarlet

**Music Branch**

Black

**Naval Operations Branch**

Black

**Personnel Selection Branch**

Wine red, with branch symbols overprinted in a regular pattern

**Public Affairs Branch**

Pale blue

**Training Development Branch**

Blue, overprinted with a branch badge

4. **Armoured Regiments.** The common corps colour, cavalry yellow, unless otherwise authorized: See also Appendix 1, paragraphs 27. to 47.
5. **Infantry Regiments.** The common corps colour, scarlet, unless otherwise authorized. See also Appendix 1, paragraphs 48. to 96.
6. **Tailoring.** The style and cut of cummerbunds is in accordance with branch/corps/regimental policy, with branches/corps/regiments liaising as necessary with environmental commands when choosing the style(s) to be allowed.

## ANNEX C

### SERVICE DRESS – NO. 3

1. This annex and Figures 5C-1 to 5C-6 describe environmentally coloured service dress. Navy service dress also includes some alternative white items for wear with No. 3B short-sleeve order during the summer only (Figure 5C-4, Note 5). These white items, less shirts, are also worn with optional high collar white jackets for Navy No. 1C and 1D orders of dress.
2. Undress ribbons, flying and specialist skill badges, and occupation badges shall be worn where authorized.
3. Jackets, service dress, may be removed in buildings at the discretion of the commanding officer.
4. Where alternative dress items are authorized, such as slacks/skirts or boots/shoes, the choice shall be as ordered or as appropriate. Jackets and trousers/slacks or skirts of different cloth weights shall not be mixed.
5. Skirts and pumps shall not be worn on parade. For Army members, boots ankle shall be the normal footwear ordered worn on parade.
6. **Sweaters.** No. 3C order of dress:
  - a. Nothing shall be sewn on the sweater; the Remembrance Day poppy may be pinned to the sweater and in the case of the Army v-neck sweater the plastic name tag will be worn at the position indicated. Neckties are mandatory for Naval Officers, otherwise optional.
  - b. The only exception to paragraph 6.a. is that chaplains in all elements shall wear their metal faith identifier on their sweater. Navy and Air Force chaplains shall wear their metal faith group identifier approximately 9 cm below the right shoulder seam. Army chaplains shall wear their metal faith identifier centered above their name tag.
7. **Outerwear.** The following items of outerwear shall be worn when ordered or may be worn as appropriate:
  - a. headdress – shall be worn outdoors. Tuques and Yukon caps may only be worn during winter dress period with the topcoat (gabardine) and DEU Parkas;
  - b. topcoat (gabardine) – normally worn during the winter dress period, but can be worn during unseasonably cold summer weather;
  - c. raincoat, light weight – normally worn during summer dress period, but may be worn during unseasonably warm days during the winter period;
  - d. DEU parka (optional);
  - e. Authorized windbreakers (optional) - in accordance with Annex E;
  - f. RCAF leather jacket (optional); for RCAF personnel only - in accordance with Annex E;
  - g. gloves, leather black, lined or unlined shall be worn with Nos. 3 and 3C orders, when ordered and may be worn as required during any period of cold weather;
  - h. mitts, leather black (optional) – may be worn with the topcoat (gabardine) DEU parkas;
  - i. scarf – may be worn with the coats, parka and windbreakers;
  - j. overshoes high and low/toe rubbers black (male), black boots cold weather – shall not be worn on parade; and
  - k. umbrella (optional) – shall not be carried on parade.

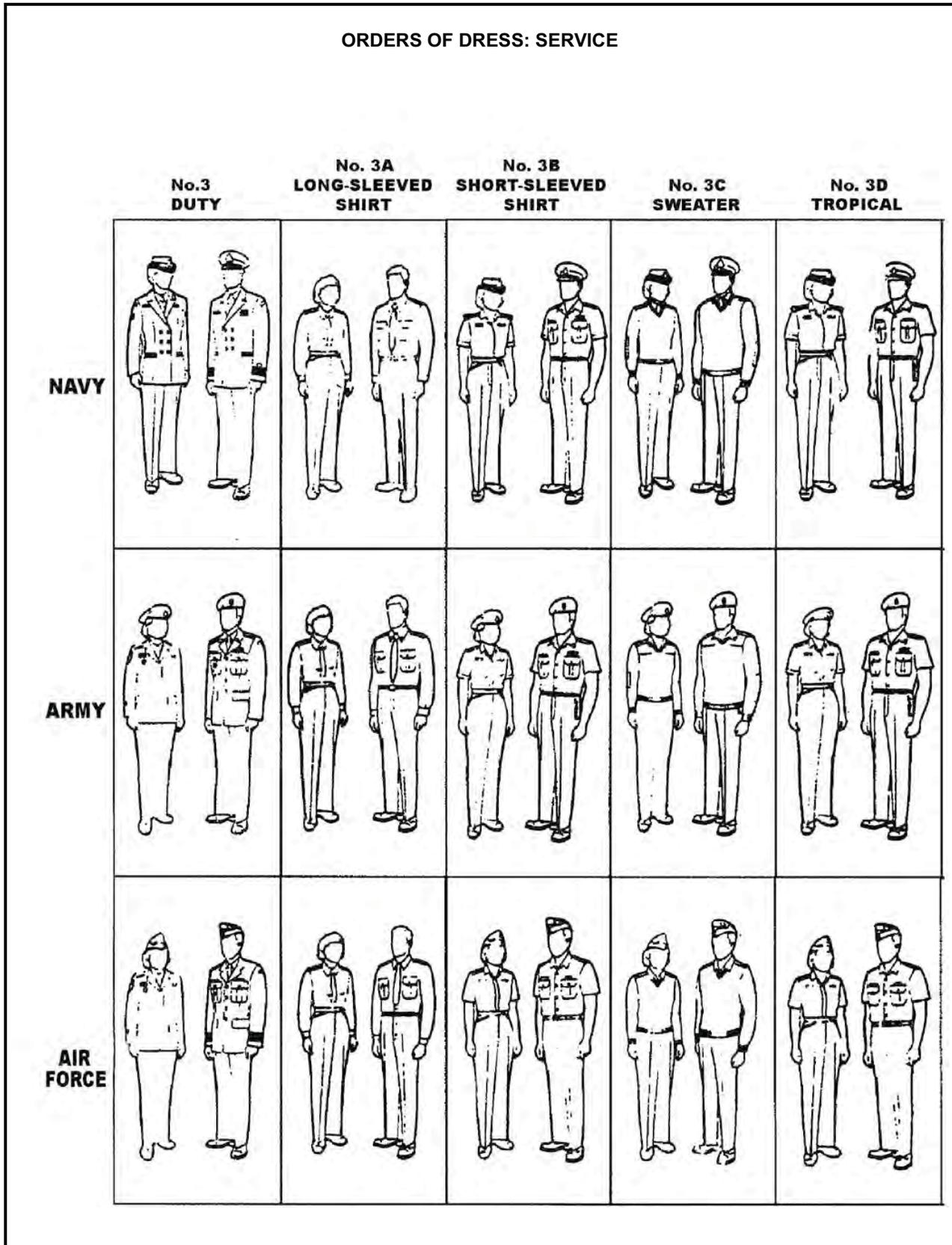


Figure 5C-1 Service Orders of Dress

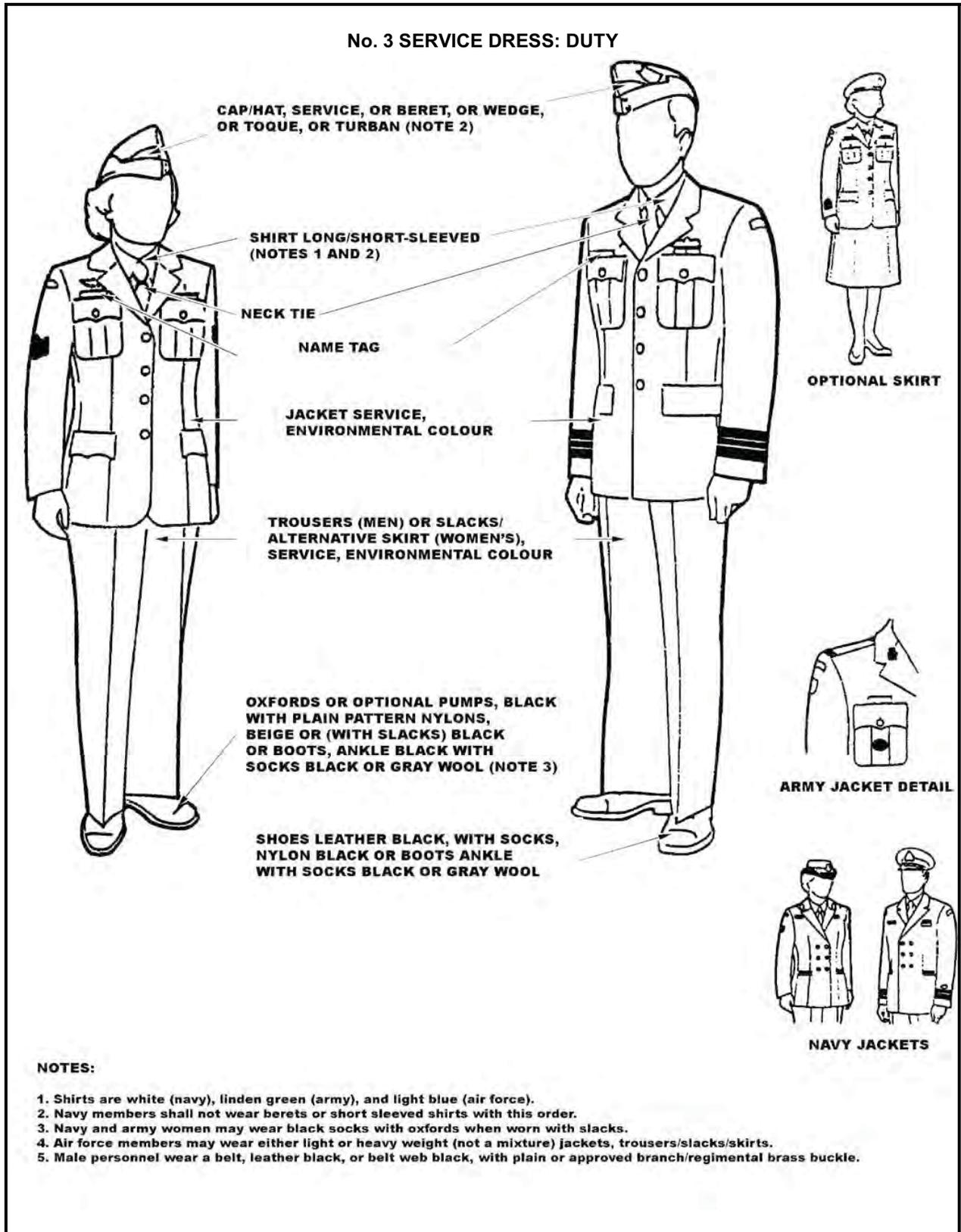


Figure 5C-2 No. 3 Service Dress – Duty

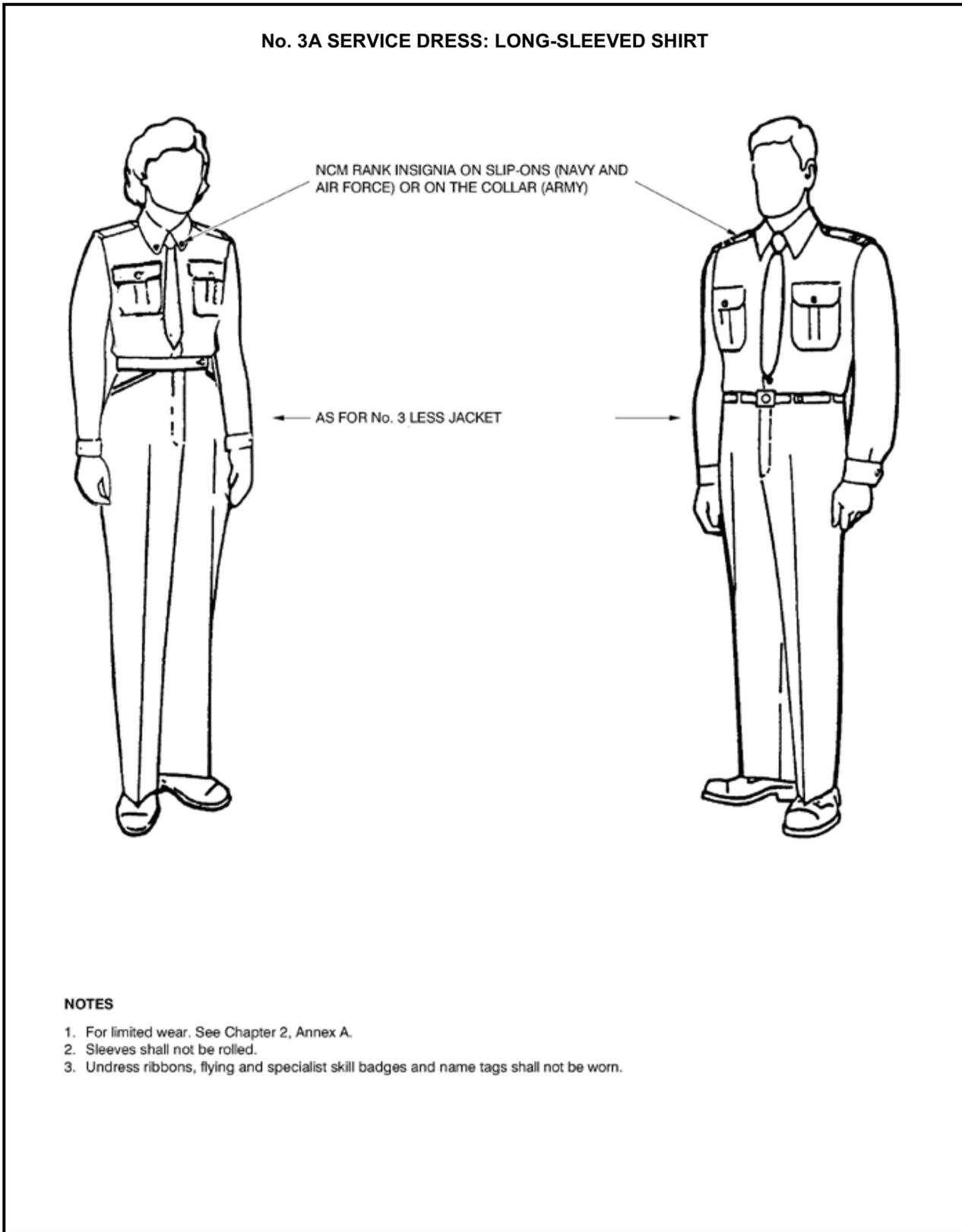
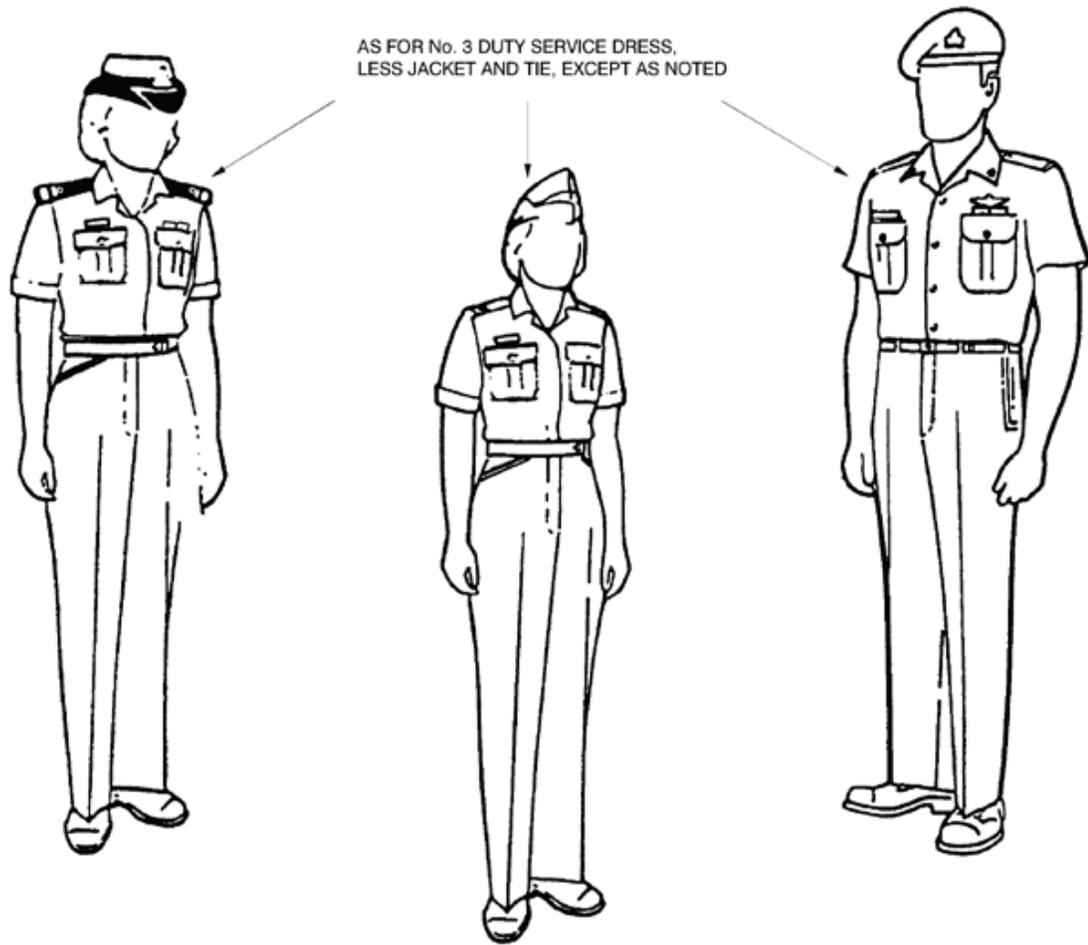


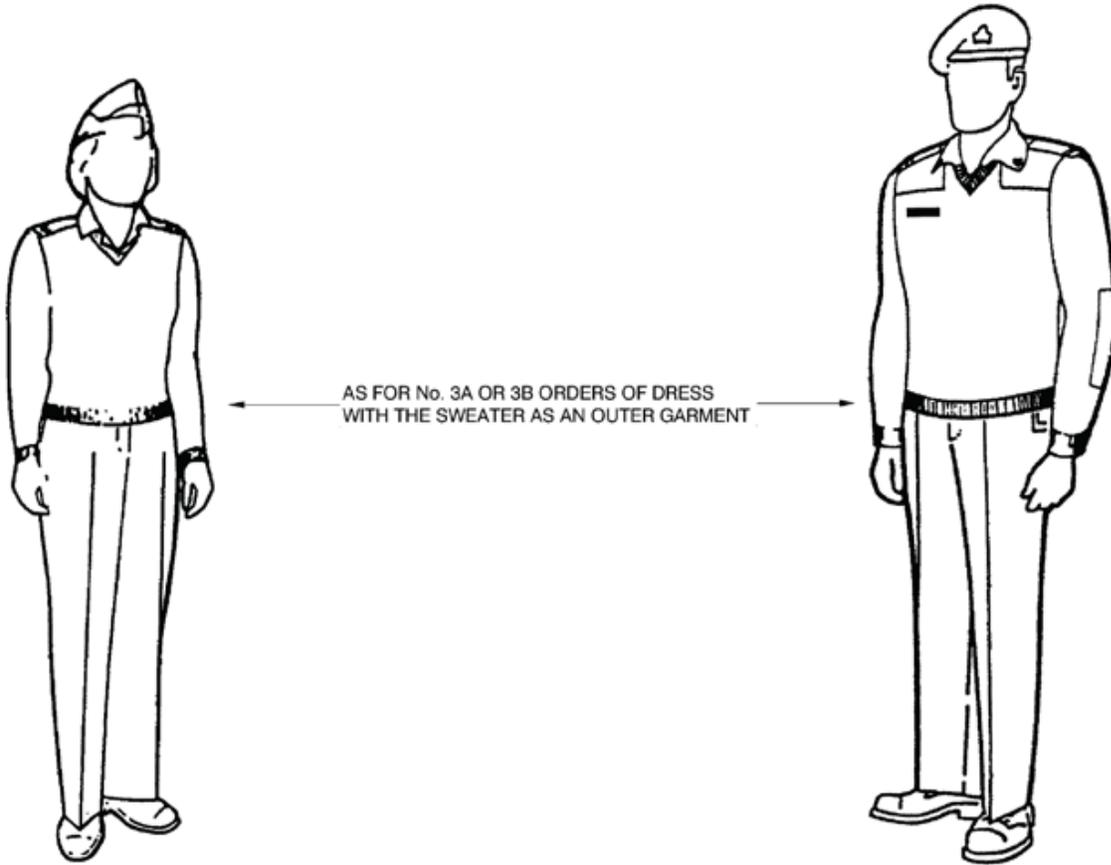
Figure 5C-3 No. 3A Service Dress – Long-sleeved Shirt

**No. 3B SERVICE DRESS: SHORT-SLEEVED SHIRT****NOTES**

1. The shirt, short-sleeved shall be worn with the collar open. Underwear shall not be visible.
2. Undress ribbons are worn on removable ribbon bar(s).
3. Metal flying and specialist skill badges and name tags shall be worn.
4. All ranks shall wear slip-ons. Navy Officers: shoulder boards.
5. Navy: during summer only, may wear white trousers (with white web belt) or slacks / optional skirt, with shoes white, socks white, (or pumps, white, with nylons beige or Ivory, plain pattern). A white USN pattern bag may be carried by women (see Annex E). Corfam-type shoes shall not be worn.
6. Army NCMs shall wear miniature enamel rank badges on the collar of the shirt.

Figure 5C-4 No. 3B Service Dress – Short-sleeved Shirt

**No. 3C SERVICE DRESS: SWEATER**



**NOTE**

Neckties:

- a: Navy - shall be worn with long-sleeved shirts only.
- b: Army / Air Force - optional wear at all times.

Figure 5C-5 No. 3C Service Dress – Sweater

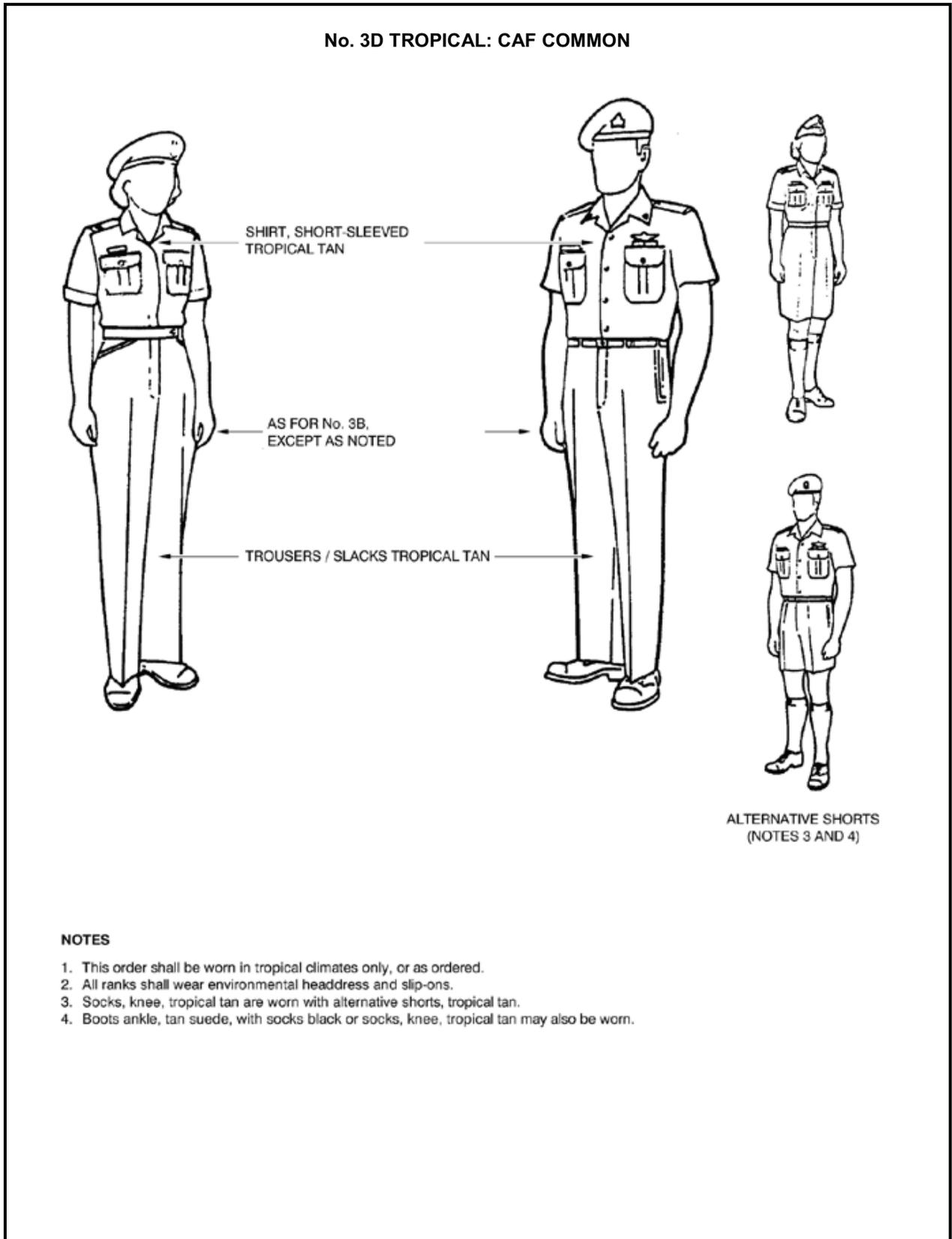


Figure 5C-6 No. 3D Tropical – CAF Common

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## ANNEX D

### OPERATIONAL DRESS

#### GENERAL

1. This category of dress is described below and worn in common by all CAF members, no matter what their environment.
2. Commanders of Commands may establish such guidelines for the wear of operational dress and its accoutrements, accessories and insignia as may be required and as follows:
  - a. naval combat dress – Commander, Royal Canadian Navy.
  - b. field combat clothing – Commander, Canadian Army
  - c. flying clothing – Commander, Royal Canadian Air Force.
3. Operational clothing is only issued to those authorized to wear it.
4. Base commanders or commanding officers may authorize or restrict the wear of operational dress in messes and institutes and other designated areas.

#### NAVAL COMBAT DRESS

5. Naval combat dress and tropical shipboard operational clothing is described in Figures 5D-1 and 5D-2.
6. A Navy black unit's ball cap (red for sea training) may be worn as an alternate, optional item with naval combat dress for members of Royal Canadian Navy units only, otherwise by exception authorized by the RCN CPO1. The only marking authorized on the front panel of the cap is the unit's name and designator with side numbers as applicable.

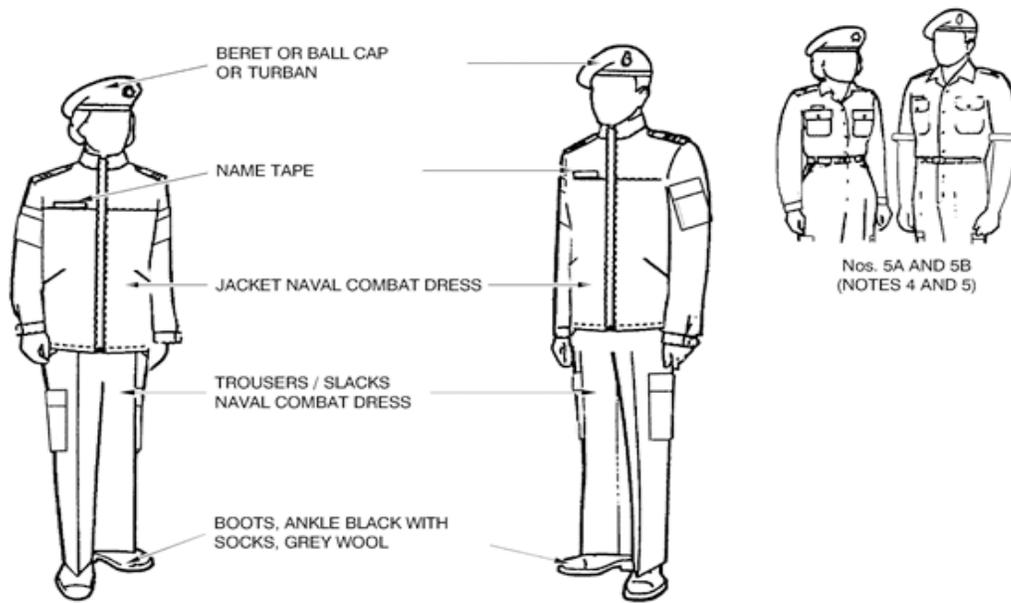
#### FIELD COMBAT CLOTHING

7. There are no separate dress orders since combat clothing is designed to be adjusted for individual comfort and tasks. However, commanders may specify consistency if uniformity of appearance is important on some occasions.
8. Combat clothing (CADPAT) is designed for subdued appearance in tactical situations. Common rank slip-ons are worn and match this appearance.
9. The following non-operational headdress may be worn if the situation permits, and are the norm for the unit outside of field operations and training: beret, wedge cap, tuque, turban, balmoral, glengarry, caubeen and khaki tam-o'-shanter (see Headdress Policy, Chapter 5, Section 1, paragraphs 2. to 6.).
10. Shoulder titles are worn on combat slip-ons unless ordered removed for operational reasons. See Chapter 3, Section 5, paragraph 9. for patterns and supply.

#### FLYING CLOTHING

11. The following non-operational headdress may be worn with flying clothing: wedge cap, beret, turban, balmoral, glengarry, caubeen, khaki tam-o'-shanter and tuque (see Headdress Policy, Chapter 5, Section 1, paragraphs 2. to 6.).

### No. 5 OPERATIONAL DRESS: NAVAL COMBAT DRESS



No. 5

**NOTES**

1. Unit and specialist skill badges shall only be worn on the naval combat jacket.
2. Belt, leather black or web black shall be worn.
3. Army and air force members of a ship's company shall wear their own environmental headdress and slip-ons where applicable.
4. No. 5A; as for No. 5, less jacket. Shirt sleeves shall not be rolled. Headdress shall be worn when outdoors and between areas of public buildings occupied by the military.
5. No. 5B; as for No. 5, less jacket. Sleeves when rolled, shall end at a point of 2.5 cm above the elbow when the arm is fully extended.
6. The black lightweight raincoat 21-913-6858 or 21-913-6821 is optional to be worn by naval personnel with combat dress as walking out rig.
7. Both sea boots, the old or the new one can be worn with naval combat dress as walking out rig.
8. Black crew neck T-shirt may be worn and visible at the neck.
9. Toque may be worn in cold weather when outer jackets are worn.

Figure 5D-1 No. 5 Operational Dress – Naval Combat Dress

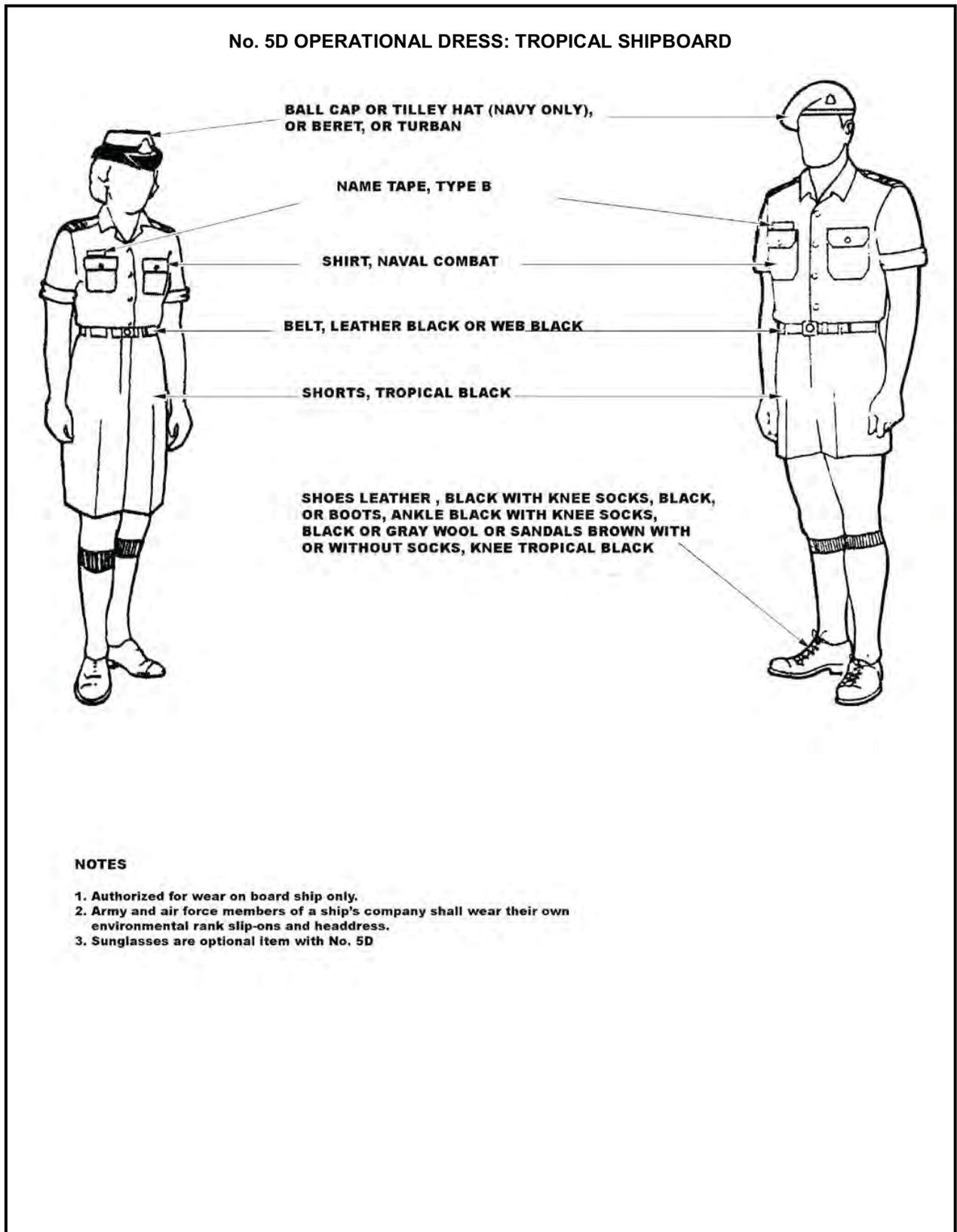


Figure 5D-2 No. 5D Operational Dress – Tropical Shipboard

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## ANNEX E

## AUTHORIZED OPTIONAL ITEMS

| Item              | Description  | Occasions Worn  |
|-------------------|--|---|
| 1. Boat cloak     | a. Navy: cape of black barathea cloth of approved shade and weave. Collar 8.9 cm deep. Lined with white, to button four. Lion head fastenings and chain at neck. Two pockets inside. Cape of a length to reach to a point 5.1 cm above the knee. | (1) May be worn with Nos. 2 and 2A orders of mess dress by Captains (N) and above.  |
| 2. Bow tie, black | a. Navy (male personnel): hand tied, approximately 12 cm in length, 4 cm at squared ends and 2 cm wide at knot.<br><br>b. Army and Air Force: as above or permanently tied with squared ends.  | (1) Shall be worn with all mess dress except No. 2C mess shipboard.<br><br>(1) Men: shall be worn with all mess dress except No. 2C mess shipboard.<br><br>(2) Women: may be worn with the above orders.  |
| 3. Cuff links     | a. Plain gold, or approved branch/corps/regimental pattern.  | (1) Shall be worn with all mess dress except No. 2B and No. 2C.   |
| 4. Cumberbunds    | a. Colours and patterns in accordance with Annex B, Appendix 2.  | (1) Cumberbunds shall be worn with all mess dress orders, less No. 2B, except when a waistcoat forms part of the ensemble.  |
| 5. Gloves, white  | a. Unlined, wrist length, with or without a single fastener. White kid may be worn if in accordance with branch/corps direction.   | (1) Navy: women – ceremonial and mess orders of dress in accordance with branch/corps direction.<br><br>(2) Navy: men – may be worn with boat cloak.<br><br>(3) Army and Air Force– ceremonial and mess dress in accordance with branch/corps/regimental direction. |

## ANNEX E

## AUTHORIZED OPTIONAL ITEMS (CONT)

| Item                             | Description  | Occasions Worn   |
|----------------------------------|--|--|
| 6. Jacket, High Collar, white    | a. Navy: polyester/cotton or polyester material, stand collar, unlined, 5 button single breast design, with two non-functional breast pockets and shoulder loops for shoulder boards.  | (1) May be worn as summer dress and in hot climates for ceremonial occasions.  |
| 7. Low rubbers, black            | a. Army and Air Force: plain design.   | (1) Shall not be worn with ceremonial orders of dress, or when on parade.  |
| 8. Parka (DEU)                   | a. Environmentally coloured with detachable hood.  | (1) Shall not be worn by personnel working in vicinity of aircraft.<br><br>(2) Not to be worn with Ceremonial No.1 orders of dress.  |
| 9. Earrings                      | a. Single white pearl, diamond or gold earring worn in the centre of each earlobe; shall be spherical in shape and shall not exceed 0.6 cm in diameter.  | (1) Women: may be worn with all dress orders.  |
| 10. Pumps, black or (Navy) white | a. Civilian plain pattern, leather or patent leather, oval vamp, closed toe and heel, displaying no decorative features and with a standard (not spiked or wedged) heel approximately 5 cm in height.  | (1) May be worn, as appropriate, with ceremonial, mess and service orders of dress.<br><br>(2) Shall not be worn on parade.  |
| 11. Purse, shoulder bag          | a. Black leather/patent leather. Adjustable shoulder strap, flap over envelope style. Maximum dimensions 28 cm by 18 cm.<br><br>b. Navy: white leather/patent leather. Adjustable shoulder strap, flap over envelope style. Maximum dimensions 28 cm by 18 cm. | (1) May be carried with service orders of dress.<br><br>(1) May be carried with Nos. 1D and 3B (summer white) orders of dress.<br><br>(2) Purse may not be carried with operational orders of dress. |

## ANNEX E

## AUTHORIZED OPTIONAL ITEMS (CONT)

| Item                           | Description  | Occasions Worn  |
|--------------------------------|--|---|
| 12. Purse (clutch evening bag) | a. Black leather/patent leather or suede, civilian style.<br>b. Navy: white leather/patent leather/suede, civilian style.  | (1) May be carried with mess dress orders.<br><br>(1) May be carried with No. 2A order of mess dress.   |
| 13. Shirt white (M)            | a. Plain, long-sleeved, standard cuff design, with turned down collar.<br>b. Pleated front, long-sleeved, French cuffs, with turned down collar.<br>c. Wing collar and French cuffs.<br>d. Navy: piqué turned down collar.<br>e. Plain, long-sleeved, with French cuffs.   | (1) Shall be worn with No. 2B order of mess dress.<br>(2) Army – may have French cuffs.<br><br>(1) May be worn with Nos. 2 and 2A orders of mess dress. See also items c and d, that follow.<br><br>(1) May be worn with No. 2 and No. 2A orders of mess dress (for Army only, choice in accordance with branch/corps/regimental policy).<br><br>(1) May be worn with No. 2 and No. 2A orders of mess dress.<br><br>(1) Navy: May be worn by all orders of No. 1 and No. 3 dress. Only approved RCN Ensign cuff-links are to be worn. |
| 14. Shirt (blouse), white (F)  | a. Shirt, plain, long-sleeved standard cuff design, with turned down collar.<br>b. Shirt, long-sleeved, cuffed, plain or pleated front with wing collar.<br>c. Army and Air Force: blouse, long-sleeved, cuffed, gold-buttoned front closure, high-buttoned convertible collar, polyester fluffy crepe material (Elite blouse style 2517.) | (1) May be worn with all mess dress, except No. 2C mess shipboard.<br><br>(1) Navy: shall be worn with all mess dress, except No. 2C mess shipboard.<br>(2) Army and air force: may be worn with all mess dress, except Nos. 2B and 2C.<br><br>(1) May be worn with all mess dress, except No. 2C mess shipboard.   |
| 15. Shirt studs                | a. Plain gold or approved branch/corps/regimental pattern.   | (1) Shall be worn with all mess dress except Nos. 2B and 2C.  |

## ANNEX E

## AUTHORIZED OPTIONAL ITEMS (CONT)

| Item                                   | Description  | Occasions Worn   |
|--|--|--|
| 16. Spurs, box                         | a. Army: stainless steel (brass for foot guard regiments), with round rowels and flat-sided swan necks, 2.5 cm to 3 cm long.   | (1) May be worn with full dress, patrol (undress), and mess dress orders that include overalls and wellington boots in accordance with branch/corps/regimental policy.   |
| 17. Tie, crossed tabs (F)              | a. Black crossed tabs tie.   | (1) Navy: shall be worn with all mess dress, except No. 2C mess shipboard.   |
| 18. Tie tacks/clasps                   | a. Conservative pattern.   | (1) May be worn whenever a tie is worn.  |
| 19. Umbrella                           | a. Plain pattern, black, with gold or silver metal trim, collapsible handle design, with plain black carrying case and handle. | (1) May be carried during periods of wet weather with ceremonial, mess and service orders of dress.<br><br>(2) Shall not be carried on parade.   |
| 20. Wellington boots, black            | a. Quarter or half high pattern, with plain toe and spur boxes if branch/corps/regimental policy authorizes.                   | (1) Worn with dress orders that include overalls.  |
| 21. Windbreaker, (authorized patterns) | a. Standard DEU patterns.  | (1) May be worn with service dress orders, except No. 3 order of dress. Only slip-ons and rank insignia shall be worn on the jacket.<br><br>(2) Army: NCM rank badges worn on collar points.<br><br>(3) If worn over sweater, it shall cover sweater entirely. Worn over all shirt collars. Zippers not worn open lower than 15 cm from the fully closed or "up" position. |
| 22. RCAF Leather jacket                | a. Standard brown pattern.   | (1) May be worn by Air Force personnel with service dress orders, except No. 3 order of dress. Metal, pinned rank shall be worn on the shoulders. A single nametag with the abbreviate rank, last name and flying or specialist skill badge shall be worn on the left breast. Command teams down to unit level only may include their position on their nametag.           |

## ANNEX E

## AUTHORIZED OPTIONAL ITEMS (CONT)

| Item  | Description   | Occasions Worn  |
|---|---|---|
| 22. RCAF Leather jacket (Cont)                                | a. Standard brown pattern. (Cont)   | (2) If worn over sweater, it shall cover sweater entirely. Worn over all shirt collars. Zippers not worn open lower than 15 cm from the fully closed or "up" position.  |
| 23. First Special Service Force Boot                          | a. Pants to be bloused.   | (1) May be worn only by badged operators within CANSOFCOM wearing army DEU No 1 or No 3 orders of dress.  |
| 24. Men's and women's boot, cold wet weather (optional item). | a. Black, plain classic pattern leather or synthetic leather, lined, with smooth vamp and upper, displaying no decorative features. Height approximately 30 to 41 cm from floor to centre back of boot, with standard heel no higher than 4.5 cm. (For men, the height is not critical since the pant leg will cover the boots.) Either a slide fastener (non-decorative pull) on the inseam portion of the boot or a plain elastic gore is acceptable. | (1) Members who purchase optional winter boots may wear them in winter weather conditions. New purchases shall conform to regulations.<br><br>(2) Winter boots shall not be worn with ceremonial orders of dress, when on parade or when ordered not to be worn while attending a CAF training establishment. |
| 25. Mitts, leather black (plain)                              | a. Plain, civilian style.   | (1) Worn with topcoats (gabardines) and parkas during winter dress periods.   |
| 26. Hat, winter black, Yukon – pattern                        | a. Logistik Unicorp   | (1) Worn with service dress (No. 3 orders) with windbreakers, topcoats (gabardines) and parkas during winter dress periods.   |
| 27. Cap/Hat, service dress, Army, general officer.            | a. CAF pattern.   | (1) Army: may be worn by general officers with ceremonial, mess dress, and service dress.   |
| 28. Backpack, civilian pattern                                | a. Conservative pattern.  |   |
| 29. Patent leather oxford shoes.                              | a. Military pattern   | (1) May be worn with all non-ceremonial orders of DEU.  |

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**ANNEX F**  
**CANADIAN RANGERS DISTINCTIVE UNIFORM (CRDU)**

**ORDERS OF DRESS**

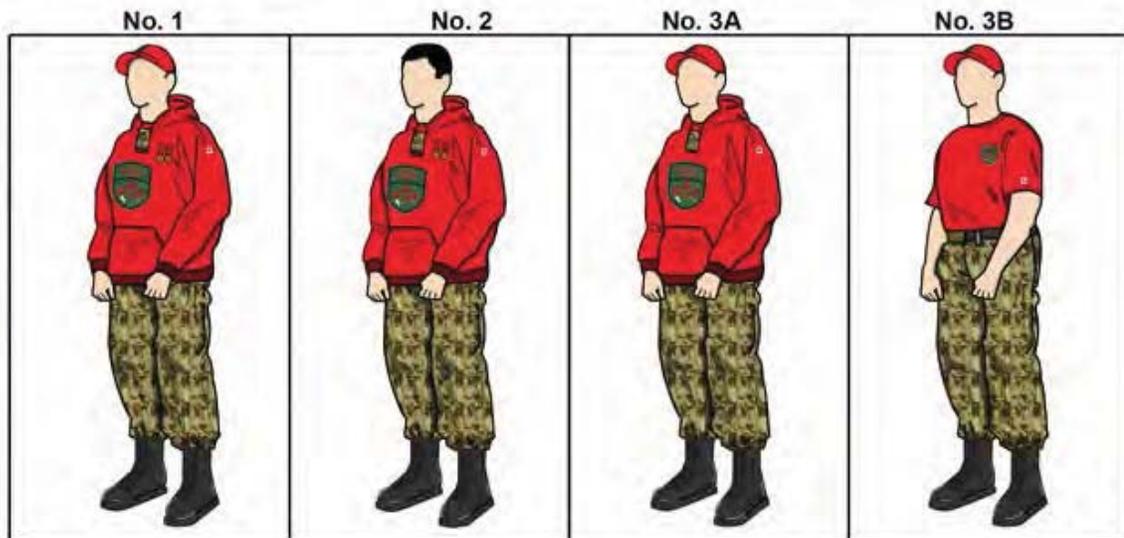


Figure 5F-1 – Orders of Dress

**COLD WEATHER ORDERS OF DRESS**



Figure 5F-2 – Cold Weather Orders of Dress

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## CHAPTER 6

### FULL DRESS AND UNDRRESS UNIFORMS

#### OVERVIEW

1. Full dress and undress are optional uniforms which may be worn on formal occasions. Together with standard mess dress (No. 2 order of dress – see Chapter 5, Annex B), they form a group of related items which reflect the functional heritage of military organizations.
2. Except as provided in paragraph 3, these optional uniforms are worn at no expense to the public (see Chapter 2, Section 1, paragraphs 24. to 26.).
3. Grants are provided to assist authorized bands and alternative voluntary ceremonial sub-units in maintaining ceremonial uniforms not provided at public expense. See QR&O 210.345, 210.354 and CFAO 210-18. Full dress and some undress uniform items are provided at public expense for RMCC and the Ceremonial Guard, Ottawa.

#### AUTHORIZED PATTERNS

4. Universal full dress patterns are illustrated in Figure 6-1, and undress patterns in Figure 6-13. Rank group differences apply only to full dress.
5. Authorized variations for environments, branches and regiments are described below and in this chapter's annexes.

#### AUTHORIZED FULL DRESS

6. **The Royal Military College of Canada.** Uniformed as infantry of the line. See Annex B.
7. **Environmental Full Dress**
  - a. **Naval Units and Members.** Navy blue tunic and trousers (“navy blue” is a tone of black); white facings. Navy full dress is no longer worn.
  - b. **Army Units and Members.** Army universal-pattern colours are scarlet tunic, blue facings, blue trousers, 4.4 cm scarlet trouser stripe. Unless otherwise noted, the colour “blue” on army traditional uniforms is understood to be the very dark British Royal blue (now commonly called midnight blue in this manual). Authorized variations and restrictions on wear by specific functional groups are noted below.
  - c. **Air Force Units and Members.** Blue plume, where the headdress allows. Air force light blue tunic, trousers and facings.
    - (1) **Pipe Bands.** Highland Scottish. Pipers and drummers: feather bonnet, air force blue doublet, facings and piping for all. Yellow braid on collar. Shoulder-straps and double-tiered embattled shoulder wings, and cuff and Inverness flap button loops trimmed in yellow braid. RCAF tartan; hose: air force blue, white and red to match the tartan. Blue garter. Black belts for both pipers and drummers. Drummers plaid. Undress glengarry: plain (undiced) border, light blue tourri.
    - (2) **Others.** Air force full dress is no longer worn except by members of pipe and drum bands.
8. **Armoured Units and Members.** The branch facing colour is black (worn only on mess dress as noted in Chapter 5). Regimental-pattern full dress. See Annex A.
9. **Artillery Units and Members.** Busby, scarlet bag. Blue tunic; scarlet facings, cuffs blue. Trouser stripe 4 cm Undress headdress: pillbox. Other variations as follows (see Figures 6-8 and 6-9):

- a. **Royal Canadian Horse Artillery (RCHA).** White over scarlet plume. Light-cavalry style jacket (now only worn by RCHA), yellow frogging.
  - b. **The Royal Regiment of Canadian Artillery.** White side plume.
  - c. **The Royal Canadian Artillery Band (a Specific Regular Force Unit)** (see Figure 6-10). White side plume. Scarlet facings on collar and cuffs. Collar, cuffs and tunic skirt points especially ornamented with gold lace and tracing braid. No rear pocket flaps; instead, seams ornamentally traced and braided from waistline to bottom of skirt. Gold-braided single-round shoulder cords. Cloth web belt woven horizontally red-yellow-blue-yellow-red. Officer and CWO wear standard officer uniform.
  - d. **Pipe Bands.** Gordon tartan, unless otherwise authorized. 10<sup>th</sup> Field Artillery Regiment: Saskatchewan tartan. 49<sup>th</sup> Field Artillery Regiment: uniformed as Highland Scottish infantry in full dress (i.e. pipers in green doublets and drummers in scarlet tunics, vice artillery blue).
10. **Infantry Units and Members.** Regimental-pattern full dress. See Annex B.
11. **Bands.** Each band is identified with a specific environment, branch or regiment and wears the full dress of that organization, where applicable. See Figures 6-10, 6-11, and 6-12 and Chapter 5, Section 2.
12. **Other Units and Members.** Remaining CAF units and army members of other branches have no authorized full dress. They may be authorized to wear appropriate obsolete full dress as noted in Chapter 2, Section 1, paragraphs 55. and 56.
13. **Wear Guidelines.** The composition of full dress uniforms may be adjusted in accordance with established custom for wear on less formal or more relaxed occasions or duties.
- a. The most common adjustment is the wear of undress caps (service/forage caps, berets, wedge/field service caps, glengarries, etc) in lieu of full dress headdress.
  - b. Trousers and footwear are the same for full dress, mess dress, and, where authorized for RMCC and the Army Reserve, undress (see paragraph 16.). When undress caps are worn, the difference between these various dress uniforms is essentially the tunic or jacket worn and its accessories.
14. **Outerwear.** Full dress outerwear includes greatcoats and capes in traditional patterns and colours.
- a. Atholl grey outerwear may only be worn by regiments of foot guards. Rifle regiments may wear green. All other units wishing to wear traditional-pattern outerwear shall wear dark blue. Air force pipers and drummers may wear dark blue capes and air force blue outerwear where applicable.
  - b. Units without traditional-pattern outerwear may wear standard service dress outerwear under inclement conditions. The decision to do so should be based on weather, the need to protect clothing, and uniformity. This outerwear includes:
    - (1) topcoat (gabardine);
    - (2) raincoat;
    - (3) gloves, leather black, or white in accordance with branch/regimental custom; and
    - (4) scarf (topcoat (gabardine) and raincoat only)

#### **AUTHORIZED UNDRRESS (NO 1C AND 1D ORDERS OF DRESS)**

15. **Authorized Wear**
- a. Undress is authorized for wear only by:

- (1) RMCC officer cadets as an undress uniform in accordance with college dress instructions;
  - (2) Navy members as a summer white uniform (optional Orders 1C and 1D – high-collared whites); and
  - (3) members of the Army Reserve as optional Orders 1C and 1D, e.g., patrol dress.
- b. Undress may also be worn without orders, decorations and medals (undress ribbons may be worn in lieu) on less formal occasions when the wearing of orders, decorations and medals would be considered inappropriate.
- c. Accoutrements may also be worn with No. 1D order of dress.
16. **Authorized Patterns** (see Figure 6-13). Trousers and footwear are the same for full dress, undress (patrol dress) and mess dress. See sub-paragraph 13.b. and Chapter 5, Annex B. Outerwear is the same as for full dress – see paragraph 14. Spurs may be worn with wellingtons by those traditionally classed as mounted personnel when wearing overalls.
- a. **Colour.** Except as noted below, undress shall be blue. Tropical white undress (jacket and trousers) is not normally worn in Canada except as an optional navy summer order (Chapter 5, Annex A). White undress jackets may also be worn by Army Reserve units and Air Force pipe bands during hot weather; the universal jacket pattern is the same as that for the navy except for kilted units. Shoulder straps/boards are the same colour as the patrol dress jacket.
  - b. **Armoured Regiments.** Members of armoured regiments may wear shoulder chain-mail. Officers, warrant officers, and sergeants may wear shoulder belts.
  - c. **Rifle Regiments.** Members of rifle regiments wear green patrol dress. Officers, warrant officers and sergeants may wear shoulder belts in accordance with regimental policy.
  - d. **Kilted Regiments**
    - (1) Members of Scottish and kilted Irish regiments wear a special pattern of patrol dress: a coatee, an undress doublet, or a cutaway jacket.
    - (2) Highland Scottish regiment coatees and undress doublets shall be green, and Lowland regiment undress doublets and cutaway patrol jackets shall be blue, unless otherwise authorized. Customarily, the pattern also varies: coatees for Highland regiments, skirted jackets for others.
    - (3) Kilts, hose and some other items are worn in common with full dress (see Annex B).
  - e. **Other.** In accordance with branch and regimental customs, officers may wear:
    - (1) shoulder cords (see paragraph 19.), straps or boards; and
    - (2) for army officers, waist sashes (shoulder sashes in kilted units), except where shoulder belts are worn. See Chapter 3, Section 7, paragraphs 28. to 31.
  - f. **Headdress.** Full dress headdress is not worn with undress jackets. The following undress headdress may be worn in accordance with branch or regimental custom:
    - (1) service dress caps/hats, where authorized;
    - (2) turbans by adherents of the Sikh religion;
    - (3) forage caps (i.e. service caps styled and coloured for wear as undress headdress with full dress uniforms);

- (4) berets or wedge caps (including those latter styled and coloured as field service caps for undress wear with full dress); and
- (5) glengarry, balmoral or caubeen.

#### **FULL DRESS AND UNDRRESS INSIGNIA**

17. Normal CAF insignia shall be worn on full dress and undress. RMCC officer cadets wear college appointment insignia on their collars in lieu of officer cadet rank insignia.

18. Where background cloth might obscure easy recognition, e.g., NCOs black or blue rank chevrons on a green tunic or blue jacket or grey greatcoat the insignia may be highlighted by backing it with scarlet, blue, or green (depending on garment colour) or gold Russia braid outline (foot guards patrol dress). For contrast, officer rank insignia, silver metal or silver embroidery, is worn on gold or gold trimmed shoulder cords/straps/boards; gilt metal or gold embroidered insignia on cloth straps/boards. In Rifle Regiments insignia will be black or bronze metal, as may be authorized.

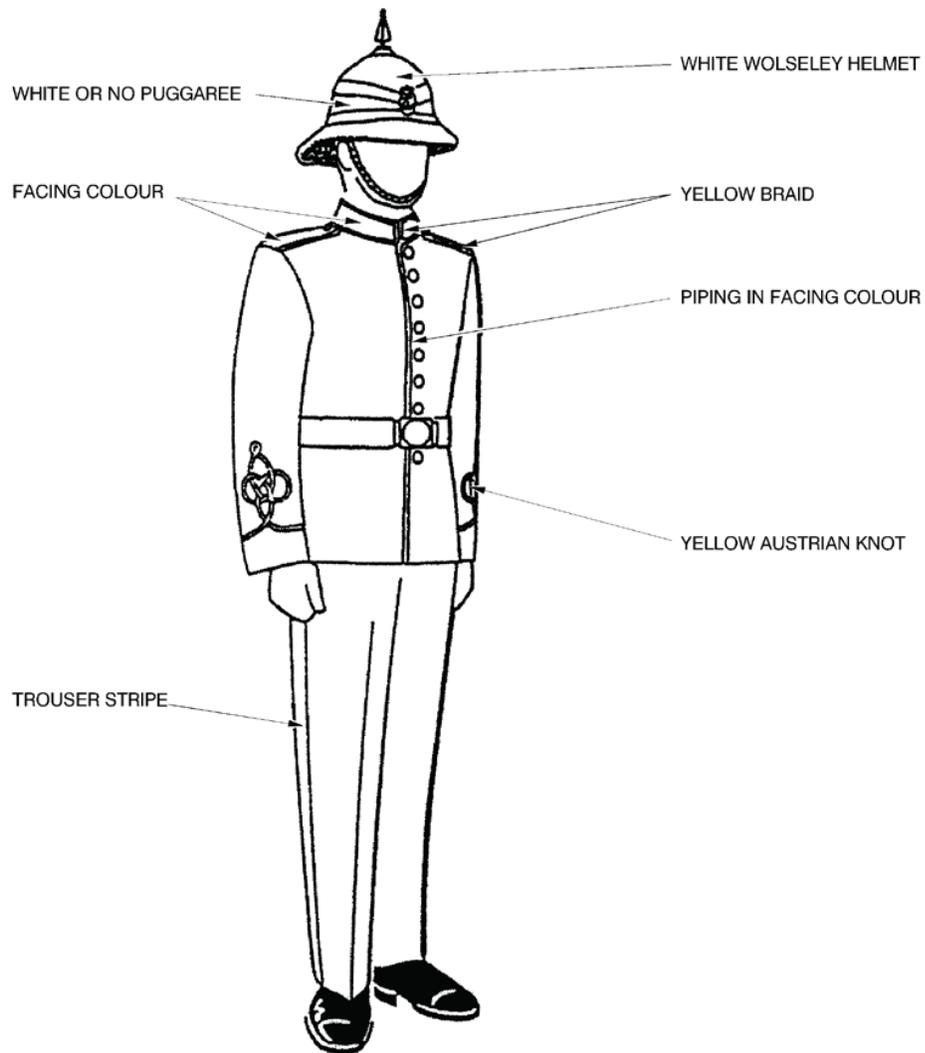
#### **PATTERNS AND SPECIFICATIONS**

19. Advice on tailoring specifications may be obtained from Branch Advisers or NDHQ/DSSPM through the chain of command. To minimize expense, units are advised to pool purchases where practical.

#### **PARADES**

20. Only ankle boots or shoes (oxfords) are authorized for wear on parade, except when wearing overalls. Wellington boots shall be worn with the latter. According to branch or regimental custom, officers and CWOs may wear Wellington boots with trousers.

### FULL DRESS: UNIVERSAL PATTERN



**NOTE**

Environmental, Branch or Regimental differences as authorized elsewhere in these instructions.

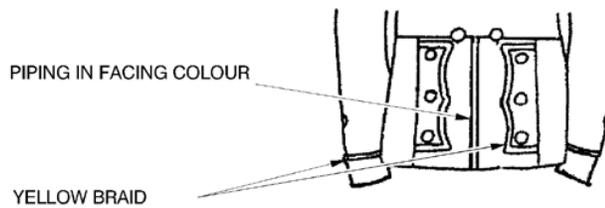


Figure 6-1 Full Dress – Universal Pattern

### FULL DRESS RANK – GROUP EMBELLISHMENT

1. CAF rank-group embellishment is the simplified system ordered under the Sovereign's authority in 1902, and promulgated in Canadian Militia Dress Regulations 1907 for officers, and Militia Order No. 58/1908 for Warrant Officers, Staff Sergeants and Sergeants. Subsequent dress regulations and clothing instructions have been adjusted for modern ranks. Embellishment shall conform to these regulations.
2. Lace shall be either the universal or the national (Maple Leaf) pattern, unless otherwise authorized. See technical definitions in Chapter 1.
3. Compare with illustrations of privates uniforms in this Chapter. Also see individual regiments by type in Annexes A and B.
4. Unless otherwise authorized, Sergeants wear the same as privates with appropriate CAF rank insignia.
5. Right sleeve cuff designs are illustrated.
6. Additional information may be obtained through normal channels from NDHQ/DHH.

#### OFFICERS AND CWOs:

1. Gold cord, braid and lace, wherever junior ranks wear yellow collar, cuff, shoulder-strap, and rear skirt flap cord or braid, (and for hussars and RCHA, gold vice yellow cord/gimp on breast and back seams and around tunic).
2. Gold 2 cm lace at top and front of collar unless otherwise authorized.
3. Officers and CWOs wear plain shoulder straps/boards of the facing colour; the former with normal CAF rank insignia, the latter with thin gold braid edging. Army officers may temporarily wear obsolete rank insignia and shoulder cords. See Chapter 6, paragraphs 17. and 18.
4. Trumpet/drum/bugle and pipe major uniforms are embellished as for CWO uniforms if authorized by branch/regimental custom.



#### OTHER WARRANT OFFICERS:

1. Gold 0.6 cm cord vice yellow worsted cord; shoulder strap, (including CWO) thin gold braid edging.



Figure 6-2 Full Dress – Rank-Group Embellishments – Universal Pattern

### FULL DRESS RANK – GROUP EMBELLISHMENT

Armour Differences

Armour (less Hussars)



Officers and CWOs  
(refer also to Figure 6-2)  
(GGHG: tunic edged all-round with single silver cord  
including rear skirt flaps)

Other Warrant Officers  
(refer also to Figure 6-2)

Hussars



Officers and CWOs  
(refer also to Figure 6-2)

Figure 6-3 Full Dress – Rank-Group Embellishments – Armour

### FULL DRESS RANK – GROUP EMBELLISHMENT

Artillery Differences

The Royal Regiment of  
Canadian Artillery



Officers and CWOs  
(refer also to Figure 6-2)

Royal Canadian Horse Artillery



Other Warrant Officers  
(refer also to Figure 6-2)

Officers and CWOs  
(refer also to figure 6-2)

Figure 6-4 Full Dress – Rank-Group Embellishments – Artillery

## FULL DRESS RANK – GROUP EMBELLISHMENT

### Foot Guard Differences

1. Tunic front, collar, cuffs, sleeve slashes and centre back skirt seam are edged with white cloth. Back skirt slashes are edged white for officers and blue for warrant officers and below. Gold or silver embroidered collar and shoulder insignia.
2. Officers : Gold embroidery vice lace and braid.
3. Warrant Officers (including CWOs): Gold lace in lieu of embroidery. Shoulder straps edged with thin gold braid.
4. Colour Sergeants and Sergeants: Gold laced button blocks on sleeve and back skirt slashes only. Shoulder straps edged with white cloth.

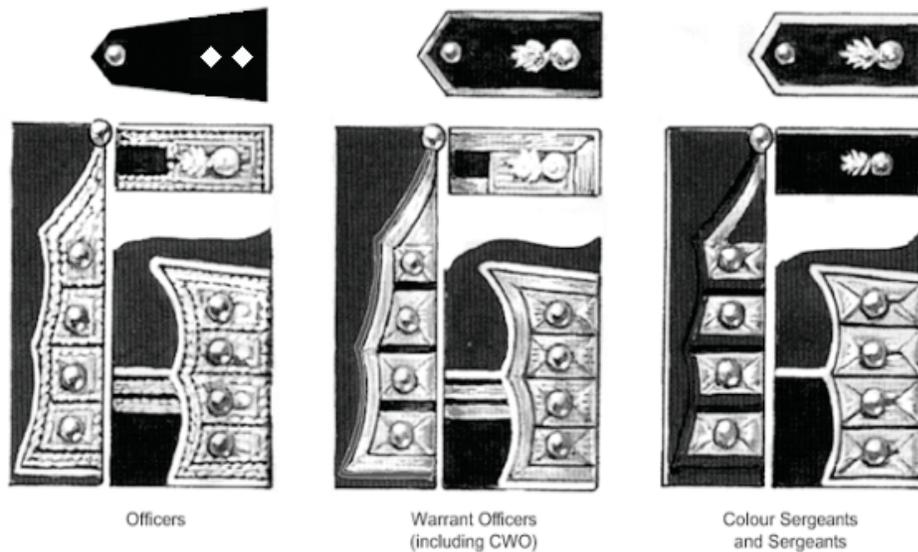


Figure 6-5 Full Dress – Rank-Group Embellishments – Foot Guards

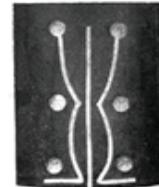
## FULL DRESS RANK – GROUP EMBELLISHMENT

Fusilier, Line and Light Infantry Differences

1. Thin gold braid vice white piping at base of collar. Gold lace on cuff facing vice cord.

OFFICERS AND CWOS:

2. Collar top and front piped white. Gold 1.6 cm lace at top and front of universal collar and sewn to cuff facing. Cuff lace traced with thin gold braid (small Austrian Knot above and eye loop below the cuff point). Double-pointed flaps on back, points to touch, piped white.



OTHER WARRANT OFFICERS:

3. Gold 12.7 mm lace at top and front of collar and on sleeve (pointed cuff).



THE ROYAL MILITARY COLLEGE OF CANADA:

4. Cadets uniformed as line infantry officers, except: Gold 12.7 mm lace vice 1.6 cm on collar and cuff facing. Shoulder straps 6.4 mm doubled tubular gold cord. White piping on cuffs and rear skirt seam edges.

Figure 6-6 Full Dress – Rank-Group Embellishments – Fusilier, Line and Light Infantry

**FULL DRESS RANK – GROUP EMBELLISHMENT**

Rifle Officers and CWOs:

1. Black braid vice gold lace, braid or piping.
2. Black 2.5 mm braid on top and front of collar, traced underneath by thin black braid.
3. Black cord hussar pattern chest and tunic-back seam, frogging and embellishment; five chest lines.



CWO Shoulder Cord



Scottish / Kilted Irish Infantry differences

1. Collar and shoulder straps as for line infantry. Thin gold braid button loops on cuffs and on Inverness flaps.

OFFICERS AND CWOS:

2. Cuffs edged with 1.6 cm gold lace around the top and down the back seam.



Officers and CWOs



Scottish



Irish  
(white piping around tunic)

OTHER WARRANT OFFICERS:

3. Gold 12.7 mm lace below cuff piping and half-way down the back.



Other Warrant Officers

Figure 6-7 Full Dress – Rank-Group Embellishments – Rifles, Scottish and Kilted Irish Infantry

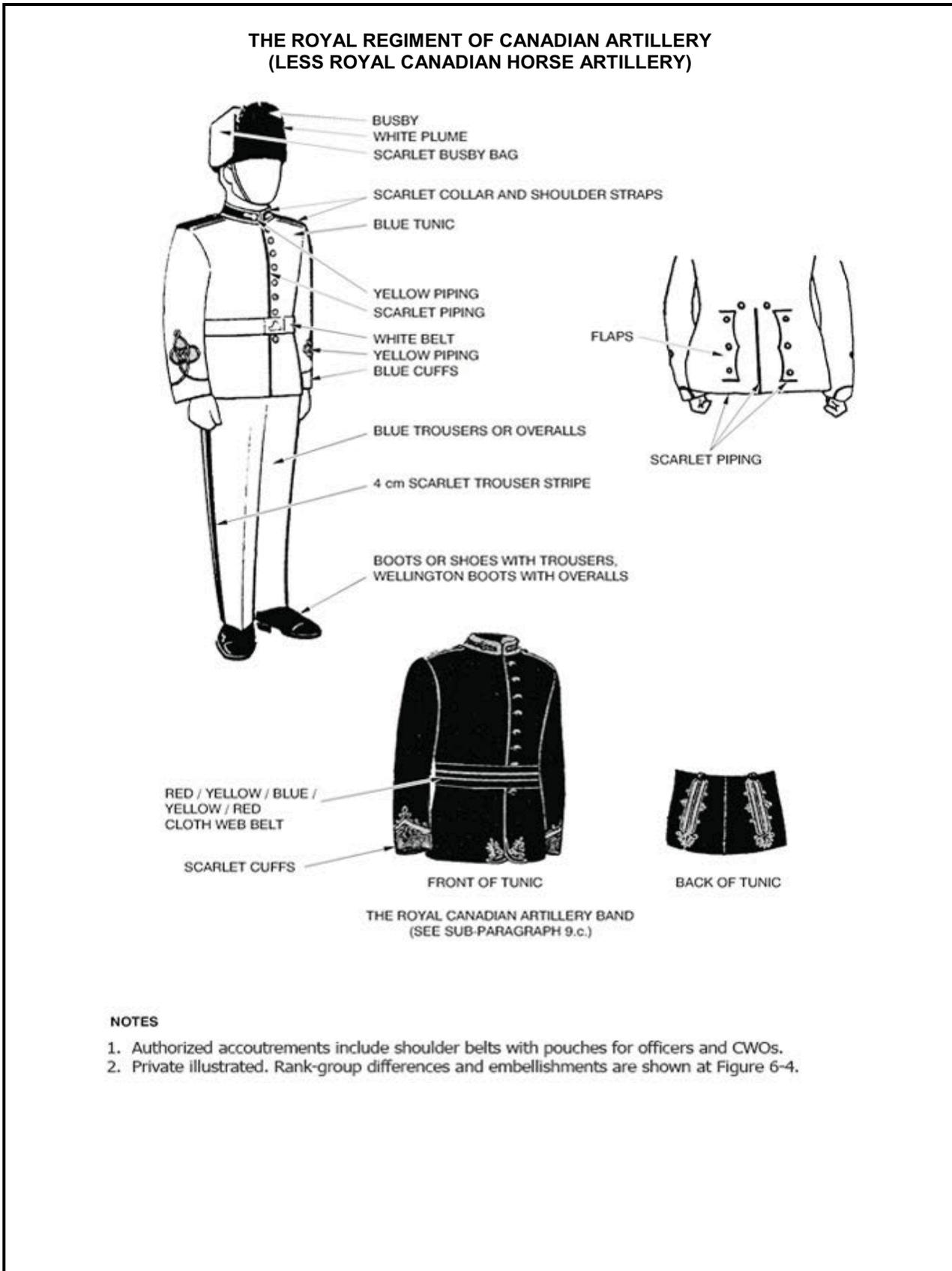
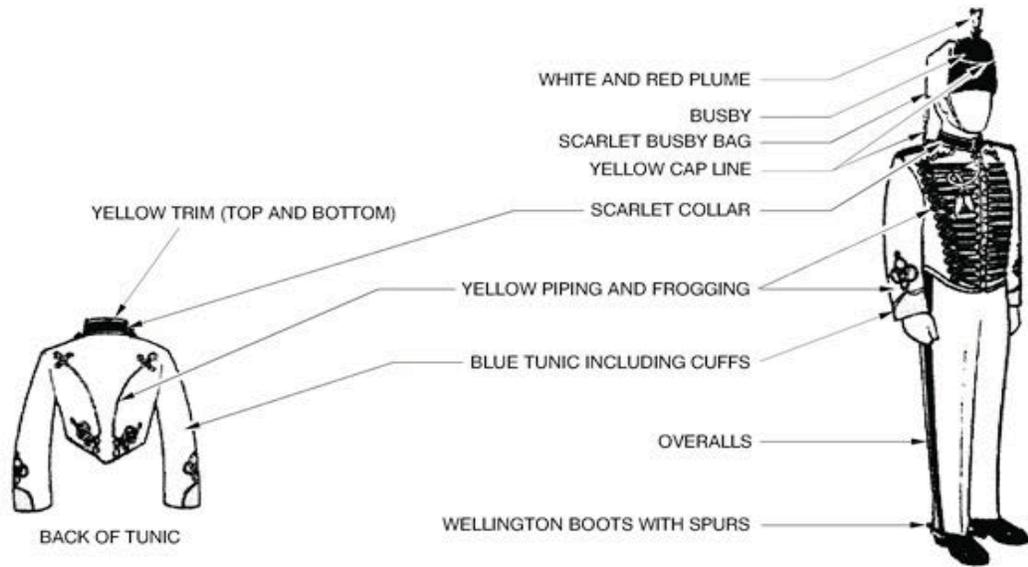


Figure 6-8 Full Dress – Artillery

**ROYAL CANADIAN HORSE ARTILLERY**



**NOTES**

1. Authorized accoutrements include shoulder belts with pouches for officers and CWOs.
2. Private illustrated. Rank-group differences and embellishments are shown at Figure 6-4.

Figure 6-9 Full Dress – Artillery

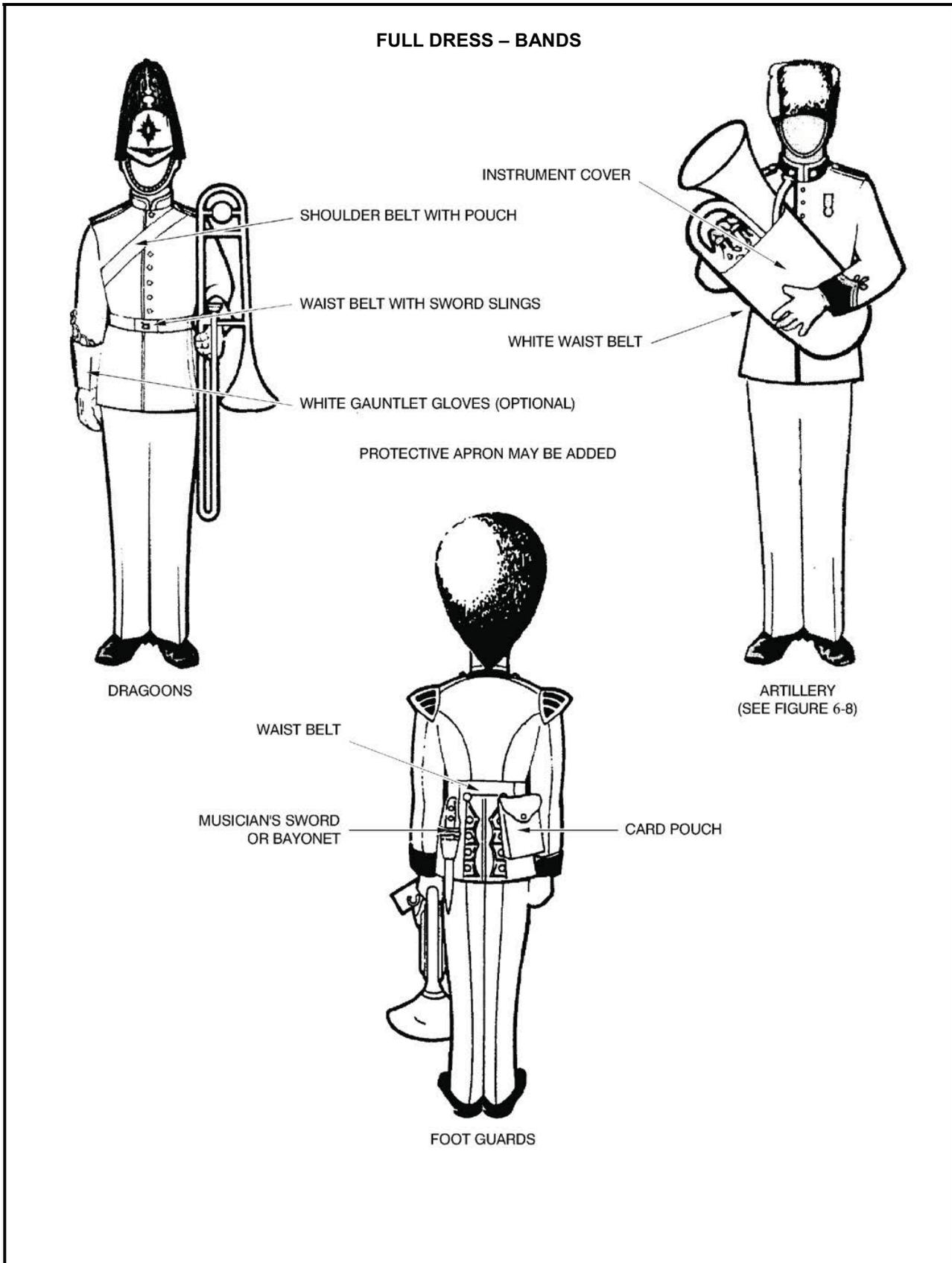


Figure 6-10 Full Dress – Bands

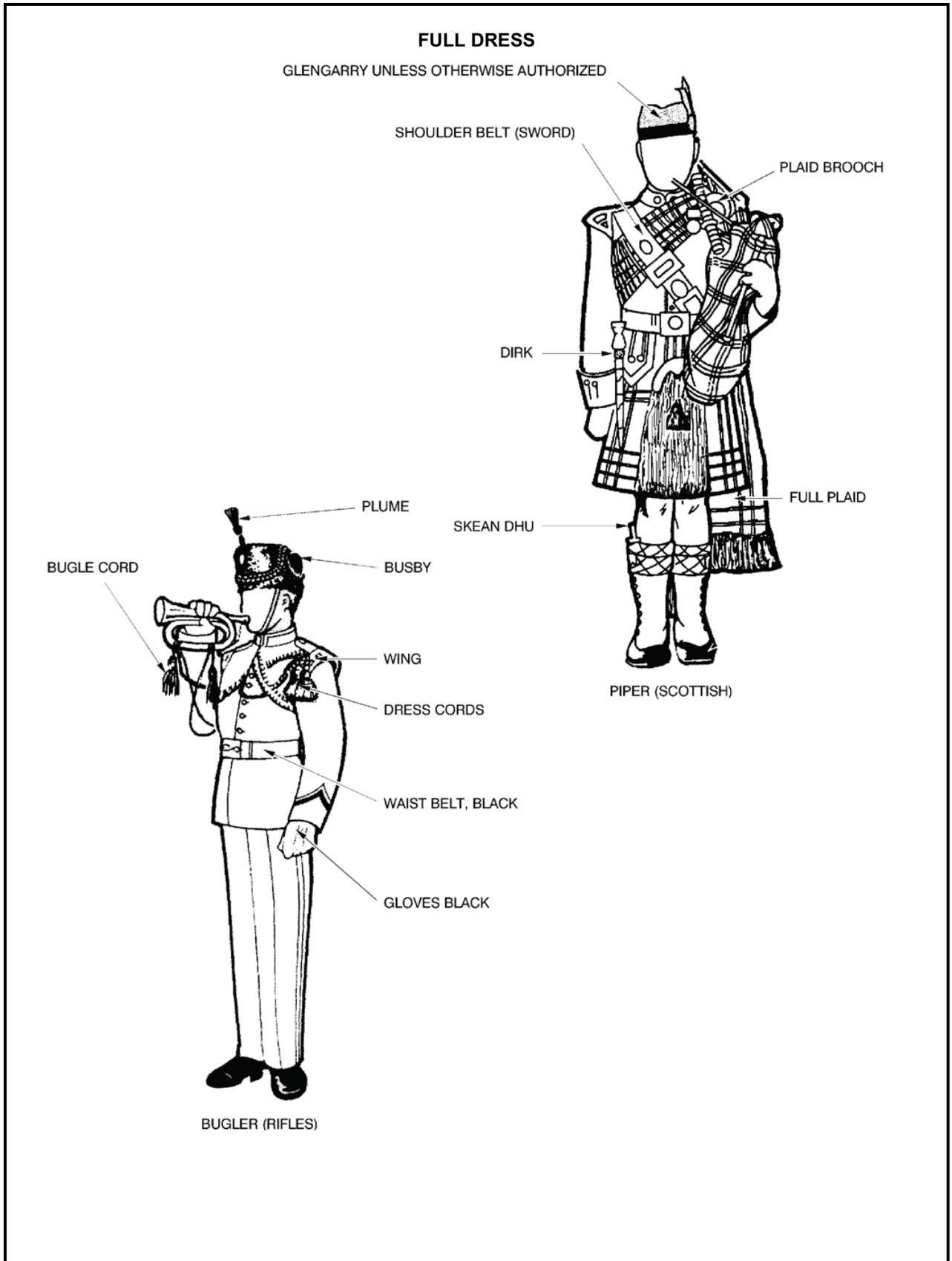


Figure 6-11 Full Dress – Bands

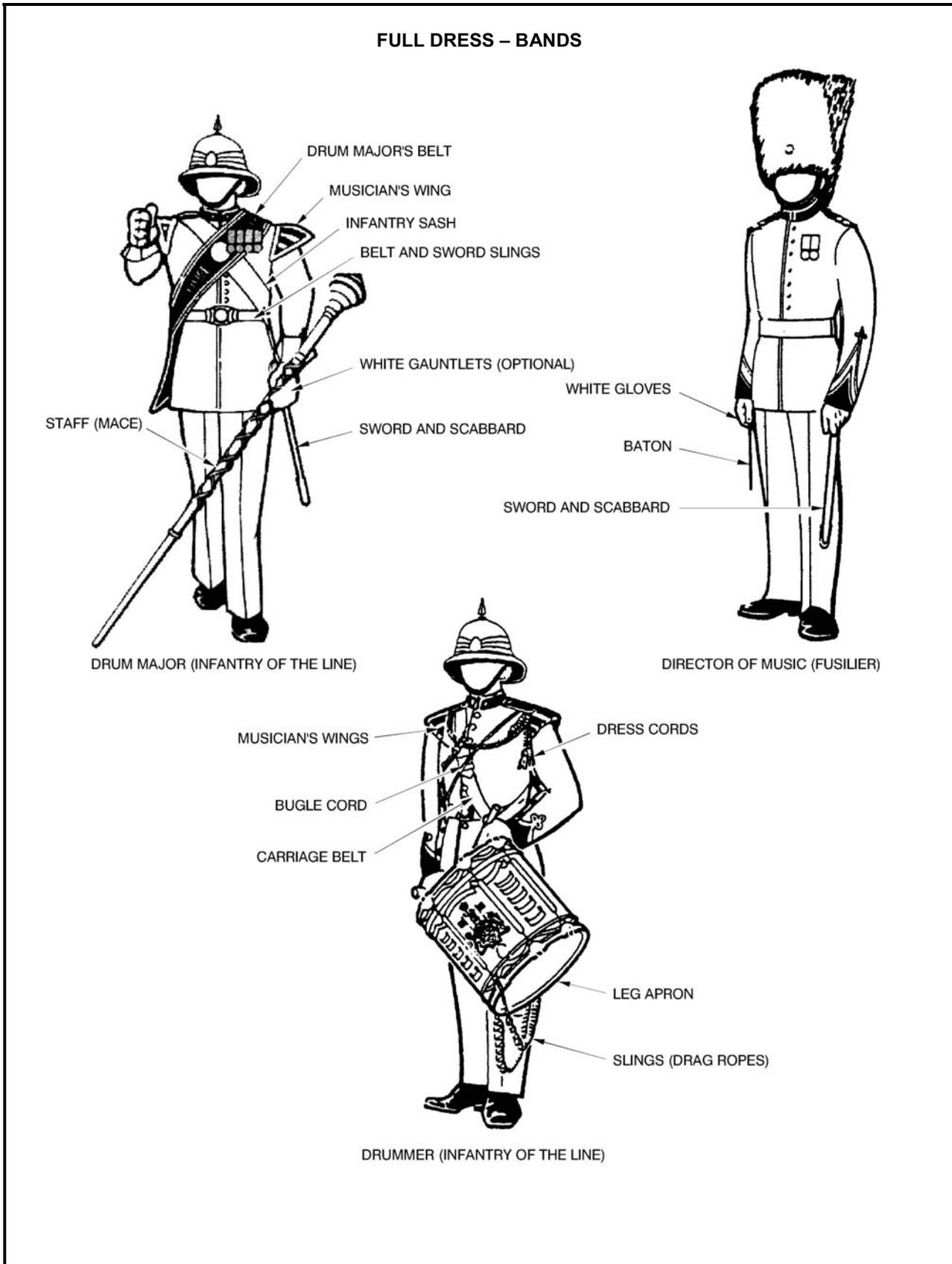


Figure 6-12 Full Dress – Bands

**No. 1C / 1D  
UNDRESS (OPTIONAL)**



NAVY (No. 1C)



NAVY - UNDRESS RIBBONS (No. 1D)



ARMY - HIGHLAND AND KILTED  
IRISH PATTERN (No. 1C SHOWN)

BERET OR OTHER APPROVED HEADDRESS  
(SEE SUB-PARAGRAPH 16.f.)

AUTHORIZED JACKET, COATEE (GREEN  
HIGHLAND) OR DOUBLET (BLUE LOWLAND)  
(SEE SUB-PARAGRAPH 16.d.)

**NOTE**

Trousers, footwear and their kilted  
equivalent worn in common with Full Dress  
(see Chapter 6, paragraph 1. and sub-paragraph 13.b.).



ARMY - UNIVERSAL PATTERN  
(No. 1D SHOWN)

Figure 6-13 Undress Patterns

A-DH-265-000/AG-001

## ANNEX A

### ARMoured REGIMENTS

#### GENERAL

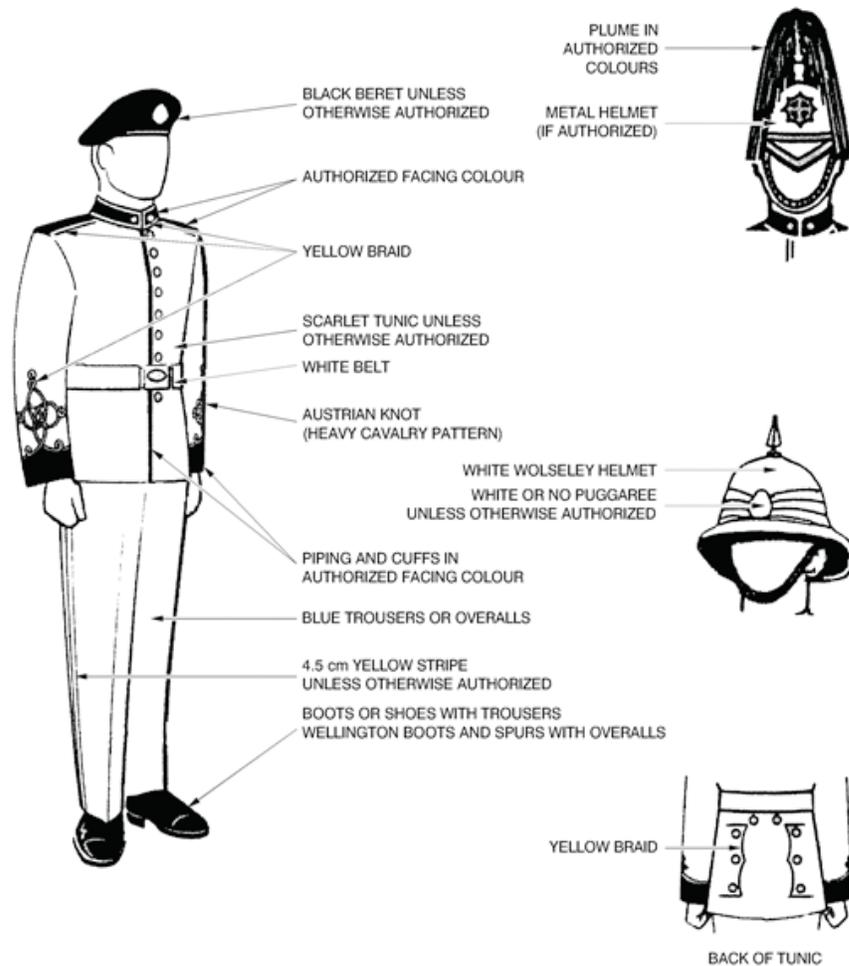
1. **Universal Patterns.** The universal full dress pattern for each type of regiment is illustrated in Figures 6A-1 and 6A-2. Authorized regimental differences from these patterns are noted below. Undress clothing items are also described where authorized (Army Reserve only) and different from the universal patterns described in Chapter 6, paragraph 16.
2. **Types of Armoured Regiments.** Canadian armoured regiments are organized, titled and uniformed in full dress as:
  - a. **Horse Guards and Dragoon Guards** – blue tunic;
  - b. **Horse** – scarlet tunic;
  - c. **Dragoons** – scarlet tunic;
  - d. **Hussars** – blue tunic; and
  - e. **Tank and Mounted Infantry** – scarlet tunic.
3. **Facing Colours.** The facing colour is midnight blue unless otherwise authorized.

#### AUTHORIZED REGIMENTAL DIFFERENCES

4. **The Royal Canadian Dragoons.** Dragoons. Brass metal helmet with black plume.
5. **Lord Strathcona's Horse (Royal Canadians).** Horse. Myrtle green facings; brass metal helmet with red and white plume.
6. **12<sup>e</sup> Régiment blindé du Canada** (Regular and Army Reserve). Mounted infantry. Yellow facings.
7. **The Governor General's Horse Guards.** Horse guards; uniformed as dragoon guards. Scarlet facings; white piping and lace on collar, shoulder strap and cuffs ; Austrian knot of former 6DG style ; aiguillette embellishment according to regimental custom; white metal helmet with scarlet plume; scarlet 6.3 cm trouser stripe. **Undress** – beret: camp flag patch.
8. **The Halifax Rifles (RCAC). To be published.**
9. **The Ontario Regiment (RCAC).** Mounted infantry.
10. **The Queen's York Rangers (1<sup>st</sup> American Regiment) (RCAC).** Mounted infantry. Green tunic, blue amethyst facings; white piping; officers and CWO, silver lace.
11. **The Sherbrooke Hussars.** Hussars. Wolseley helmet.
12. **8<sup>th</sup> Canadian Hussars (Princess Louise's).** Hussars. White facings; white busby bag and plume.
13. **1<sup>st</sup> Hussars.** Hussars. Buff facings; buff busby bag; white plume; white trouser stripes.
14. **The Prince Edward Island Regiment (RCAC).** Mounted infantry. Wolseley helmet with yellow over red plume.
15. **The Royal Canadian Hussars (Montreal).** Hussars. White facings; white busby bag; white plume; white trouser stripes.

16. **The British Columbia Regiment (Duke of Connaught's Own).** Mounted infantry. Green tunic, black facings.
17. **The South Alberta Light Horse.** Horse. Yellow facings; light-cavalry style Austrian knot. Wolseley helmet; light-cavalry trouser stripes.
18. **The Saskatchewan Dragoons.** Dragoons. Wolseley helmet.
19. **The King's Own Calgary Regiment (RCAC).** Mounted infantry.
20. **The British Columbia Dragoons.** Dragoons. Yellow facings; Wolseley helmet.
21. **The Fort Garry Horse.** Horse. Yellow facings; Wolseley helmet.
22. **Le Régiment de Hull (RCAC).** Mounted infantry.
23. **The Windsor Regiment (RCAC).** Tank. Black facings. White light-cavalry trouser stripes.

**ARMOUR (LESS HUSSARS)**



**NOTES**

1. Authorized accoutrements include shoulder belts with pouches and gauntlets.
2. Private illustrated. Rank-group differences and embellishments are shown at Figure 6-3.

Figure 6A-1 Full Dress – Armour (Less Hussars)

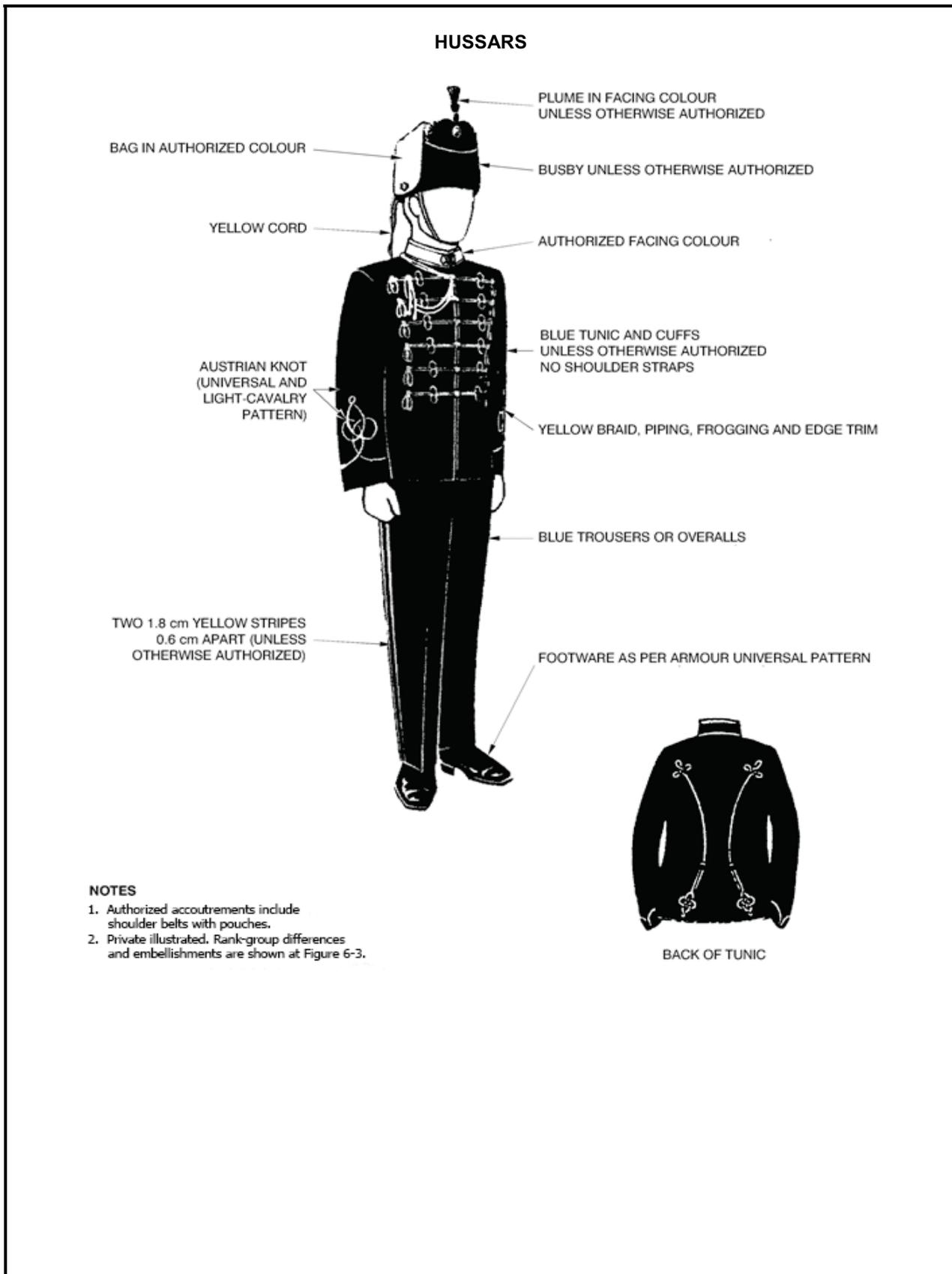


Figure 6A-2 Full Dress – Armour (Hussars)

## ANNEX B

ROYAL MILITARY COLLEGES AND  
INFANTRY REGIMENTS

## GENERAL

1. **Universal Patterns**

- a. The universal full dress pattern for each type of regiment is illustrated in Figures 6B-1, 6B-2, and 6B-3. Authorized regimental differences from these patterns are noted below.
- b. Undress clothing items are also described where authorized (Royal Military Colleges and Army Reserve only) and different from the universal patterns described in Chapter 6, paragraph 16.

2. **Royal Military Colleges.** Uniformed as line infantry. (undress caps worn with full dress uniform). Wing officers: universal pattern white helmet (when winter fur cap not worn). Officer's collar and 12.7 mm collar and cuff lace. College class-grade braid on cuff. Gold, double-round shoulder cords (see also Chapter 6, paragraph 17.).

**Pipe band** – pipers and drummers, feather bonnet with white over scarlet plume, scarlet cut-away tunic for all; MacKenzie tartan. Drummer's undress glengarry: red and white diced border.

**Undress** – caps: pill box; winter fur cap with scarlet bag on left; and, with undress jackets, field service (wedge) cap. Jacket: college class-grade braid on cuff and, for final year, collar and shoulder.

3. **Types of Infantry Regiments.** Canadian infantry regiments are organized, titled and uniformed in full dress as:

- a. **Foot Guards** – scarlet tunic;
- b. **Line and Light Infantry** – scarlet tunic;
- c. **Fusiliers** – scarlet tunic;
- d. **Rifles** – green tunic. The colour "green" on army traditional uniforms is understood to be dark "rifle" green (sometimes now called midnight green), unless otherwise stated; and
- e. **Scottish and Kilted Irish Infantry** – Scarlet doublet and tunic. No distinction is now made between the full dress of Highland and Lowland Scottish regiments, less pipers, who are dressed in green or blue doublets respectively.

4. **Facing Colours.** Except for rifles, the facing colour is midnight blue unless otherwise authorized.

## AUTHORIZED REGIMENTAL DIFFERENCES

5. **The Royal Canadian Regiment** (Regular and Army Reserve). Line infantry. Scarlet puggaree.

**Pipers** – blue (Lowland) doublet; Maple Leaf tartan.

**4 RCR** – officer and CWO trouser stripe 4.5 cm.

6. **Princess Patricia's Canadian Light Infantry.** Line infantry. French grey facings and puggaree.

7. **Royal 22<sup>nd</sup> Regiment** (Regular and Army Reserve). Line infantry; uniformed as fusiliers. Scarlet plume.

## NOTE

As a special case, uniform facings remain standard dark British Royal blue, although the field of the Regimental Colour is authorized to be the lighter French Royal blue.

8. **Governor General's Foot Guards.** Foot guards. Buttons worn in sets of two (notwithstanding that this is the senior foot guard regiment). Scarlet plume; officers' crimson and gold sash on state occasions; 5 cm trouser stripe for officers.

**Pipers** – blue (Lowland) doublet; government (Black Watch) tartan.

**Undress** – cap: white band. Beret: camp flag patch.

9. **The Canadian Grenadier Guards.** Foot guards. Buttons worn singly (notwithstanding that this is the second foot guard regiment). White horsehair plume; officers' crimson and gold sash on state occasions; 5 cm trouser stripe for officers.

**Pipers** – blue (Lowland) doublet; government (Black Watch) tartan.

**Undress** – cap: scarlet band. Beret: camp flag patch.

10. **The Queen's Own Rifles of Canada.** Rifles. Black over scarlet plume. Scarlet facings, including scarlet cuffs for officers, CWOs and musicians; 5 cm black mohair trouser stripe for officers and CWOs.

11. **The Black Watch (Royal Highland Regiment) of Canada.** Highland Scottish. Red plume; Black Watch (government) tartan; hose: red and black diamonds.

**Pipers** – feather bonnet; Royal Stewart tartan.

**Undress** – balmoral: red hackle with no cap badge. Glengarry: plain (undiced) border.

12. **Les Voltigeurs de Québec.** Rifles. Green shako; falling plume of dark green cock's feathers. Scarlet facings, including scarlet cuffs for officers and CWOs; 5 cm black mohair trouser stripe for officers and CWOs.

13. **The Royal Regiment of Canada.** Line infantry; uniformed as foot guards, less state accoutrements. Buttons worn singly. Scarlet over white plume; 5 cm trouser stripe for officers.

14. **The Royal Hamilton Light Infantry (Wentworth Regiment).** Light infantry. Scarlet puggaree.

15. **The Princess of Wales' Own Regiment.** Line infantry.

16. **The Hastings and Prince Edward Regiment.** Line infantry.

17. **The Lincoln and Welland Regiment.** Line infantry.

18. **The Royal Highland Fusiliers of Canada.** Lowland Scottish (notwithstanding title). No feather bonnet. MacKenzie tartan.

**Pipe band** – Erskine tartan; Erskine tartan hose. Drum major: fusilier fur cap.

**Undress** – balmoral: red, white and green diced border, white fusilier hackle. Undress jacket: Inverness flaps.

19. **The Grey and Simcoe Foresters.** Line infantry. Lincoln green facings.

20. **The Lorne Scots (Peel, Dufferin and Halton Regiment).** Lowland Scottish, with rifle distinctions. Primrose plume. White facings; Campbell of Argyll tartan; hose: blue, green, and green diamonds.

**Pipers** – feather bonnets.

**Undress** – balmoral: red, white and green diced border, primrose hackle, green tourri; drummers undress glengarry: red, white and green diced border, scarlet tourri. Rifle green coatee (vice Lowland blue jacket).

21. **The Brockville Rifles.** Rifles. Black over scarlet plume. Scarlet facings, including scarlet cuffs for officers and CWOs; 5 cm black mohair trouser stripe for officers and CWOs.

22. **Stormont, Dundas and Glengarry Highlanders.** Highland Scottish. Macdonnell of Glengarry tartan; hose: blue and green diamonds.

**Undress** – glengarry: red and white diced border.

23. **Les Fusiliers du St-Laurent.** Fusiliers. White plume.

24. **Le Régiment de la Chaudière.** Line infantry.

25. **Les Fusiliers Mont-Royal.** Fusiliers. White plume. White facings; “fléchée” officer waist sash.

26. **The Princess Louise Fusiliers.** Fusiliers. Grey plume. Also authorized Wolseley helmet with blue puggaree.

**Undress** – cap: grey fusilier plume.

27. **The Royal New Brunswick Regiment.** Line infantry. Blue puggaree.

28. **The West Nova Scotia Regiment.** Line infantry.

29. **The Nova Scotia Highlanders.** Highland Scottish. MacDonald clan Donald tartan; hose: full MacDonald tartan for officers, red and green diamonds for NCMs.

**Undress** – glengarry: red, white and blue diced border.

30. **Le Régiment de Maisonneuve.** Line infantry.

#### NOTE

As a special case, uniform facings remain standard dark British Royal blue, although the field of the Regimental Colour is authorized to be the lighter French Royal blue.

31. **The Cameron Highlanders of Ottawa.** Highland Scottish. Cameron of Erracht tartan; hose: red and green diamonds.

**Pipers** – eagle feather in glengarry.

**Undress** – glengarry: plain (undiced) border. Blue hackle on khaki Balmoral.

32. **The Royal Winnipeg Rifles.** Rifles. Black plume. Black facings, including black cuffs for officers and CWOs; 5 cm black mohair trouser stripe for officers and CWOs.

33. **The Essex and Kent Scottish.** Highland Scottish. MacGregor tartan; hose: red and black diamonds.

**Undress** – glengarry: red, white, and blue diced border. Jacket: blue cut-away.

34. **48<sup>th</sup> Highlanders of Canada.** Highland Scottish. Davidson tartan; hose: red and black diamonds.

**Pipers** – feather bonnets; Stewart of Finn Gask tartan.

**Undress** – glengarry: red, white and blue diced border.

35. **Le Régiment du Saguenay.** Line infantry.

36. **The Algonquin Regiment.** Line infantry.

37. **The Argyll and Sutherland Highlanders of Canada (Princess Louise's).** Highland Scottish. Yellow facings. Argyll and Sutherland tartan.

**Undress** – glengarry: red and white diced border.

38. **The Lake Superior Scottish Regiment.** Highland Scottish. MacGillivray tartan; hose: red and green diamonds.

**Undress** – glengarry: red, white and blue diced border, light blue tourri (grey tourri on khaki Balmoral, operational clothing only).

39. **The North Saskatchewan Regiment.** Line infantry.

**Pipers** blue : (Lowland) doublets; MacKenzie Hunting tartan.

40. **The Royal Regina Rifles.** Rifles. Black over scarlet plume. Scarlet facings, including scarlet cuffs for officers and CWOs; 5 cm black mohair trouser stripe for officer and CWOs.

41. **The Rocky Mountain Rangers.** Line infantry. Rifle green facings. Rifle green trousers.

42. **The Loyal Edmonton Regiment (4<sup>th</sup> Battalion, Princess Patricia's Canadian Light Infantry).** Line infantry. French grey facings; black puggaree.

43. **The Queen's Own Cameron Highlanders of Canada.** Highland Scottish. Cameron of Erracht tartan; hose: red and green diamonds.

**Pipers** – eagle feather in glengarry.

**Undress** – glengarry: plain (undiced) border with blue hackle.

44. **The Royal Westminster Regiment.** Line infantry. Scarlet puggaree.

45. **The Calgary Highlanders.** Highland Scottish. Yellow facings; Argyll and Sutherland tartan.

**Pipers** – top pipe ribbon, Royal Stewart tartan; back ribbons, Gordon tartan.

**Undress** – glengarry: red and white diced border.

46. **Les Fusiliers de Sherbrooke (put in bold).** Fusiliers. White plume.

47. **The Seaforth Highlanders of Canada.** Highland Scottish. Buff facings; MacKenzie tartan.

**Pipers** – cockfeathers in glengarry; MacKenzie tartan hose; green garters.

**Undress** – glengarry and balmoral: red, white and blue diced border. Coatee: buff turn-back tails; white piping on NCM collars, cuffs, and cuff button holes.

48. **The Canadian Scottish Regiment (Princess Mary's).** Highland Scottish. Hunting Stewart tartan; hose: red and black diamonds.

**Pipers** – eagle feather in glengarry.

**Undress** – glengarry: red, white and blue diced border. Jacket: blue (Lowland) cut-away.

49. **The Royal Montreal Regiment.** Line infantry.

50. **The Irish Regiment of Canada.** Kilted Irish. Dark green facings. Cut-away line infantry tunic, piped all-round, including collar top; side vents; straight-cut cuff with three horizontal buttons (no button holes). Saffron tartan; hose: green diamonds, lined red, on a ground of saffron; dark green garter flash.

**Undress** – Caubeen: officers and CWOs light blue plume; NCMs green plume.

51. **The Toronto Scottish Regiment (Queen Elizabeth, The Queen Mother's Own).** Highland Scottish. Blue plume. Hodden grey doublet, dark blue piping on front, shoulder straps and Inverness flaps. Collar not piped below. Hodden grey shoulder straps, cuff button holes piped yellow; Inverness flap button holes piped Skye blue. Hodden grey kilt and plaid; hose: Skye blue and Hodden grey diamonds; black garter flash. Officers and CWOs 1.2 cm yellow rank-group braid vice gold lace.

**Pipers** – feather bonnet; Hodden grey tunic.

**Undress** – glengarry: white, Skye blue and Hodden grey diced border; Skye blue tourri. Undress jacket: Hodden grey.

52. **The Royal Newfoundland Regiment.** Line infantry.

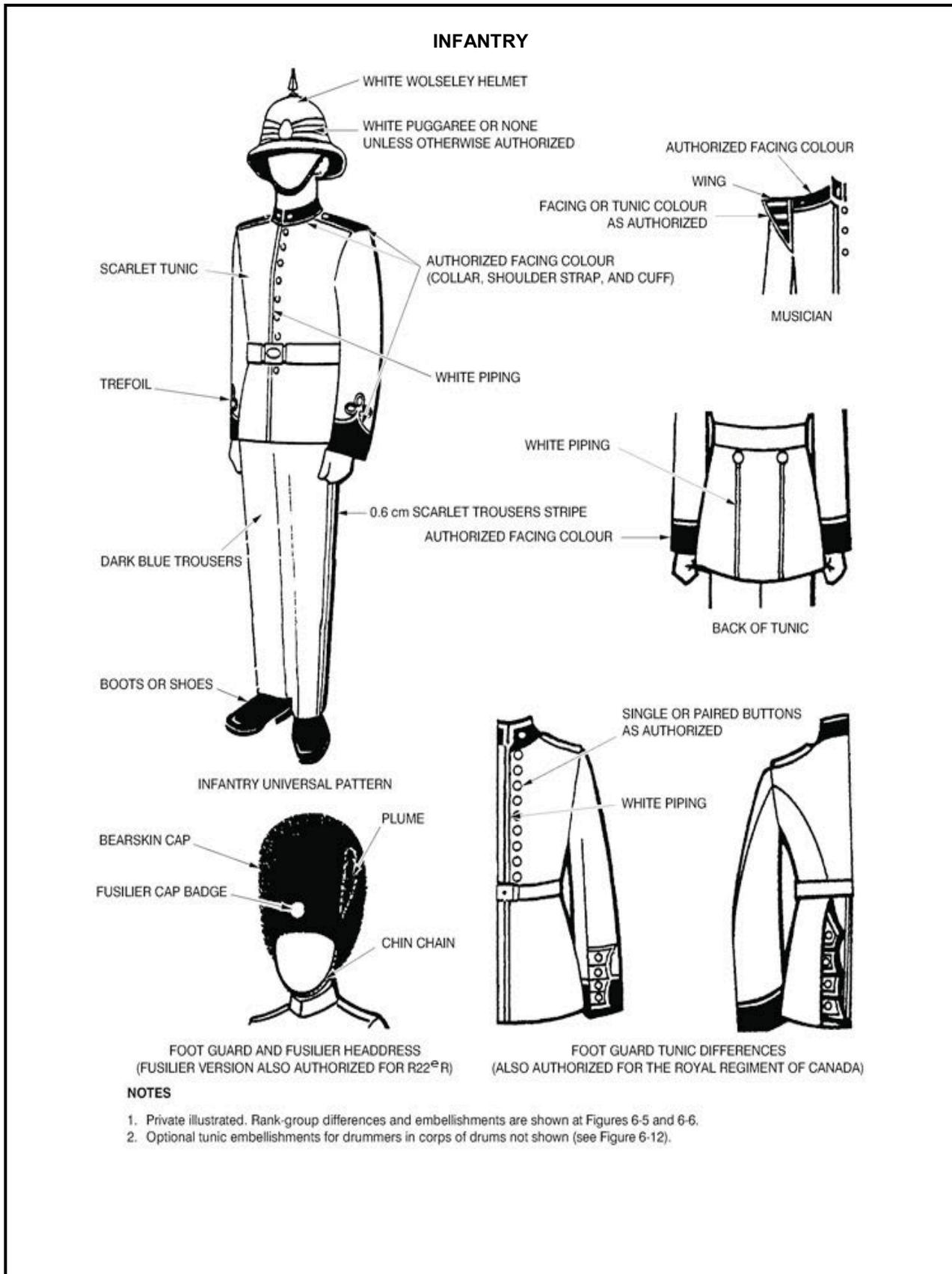
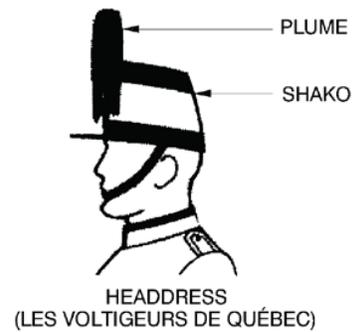
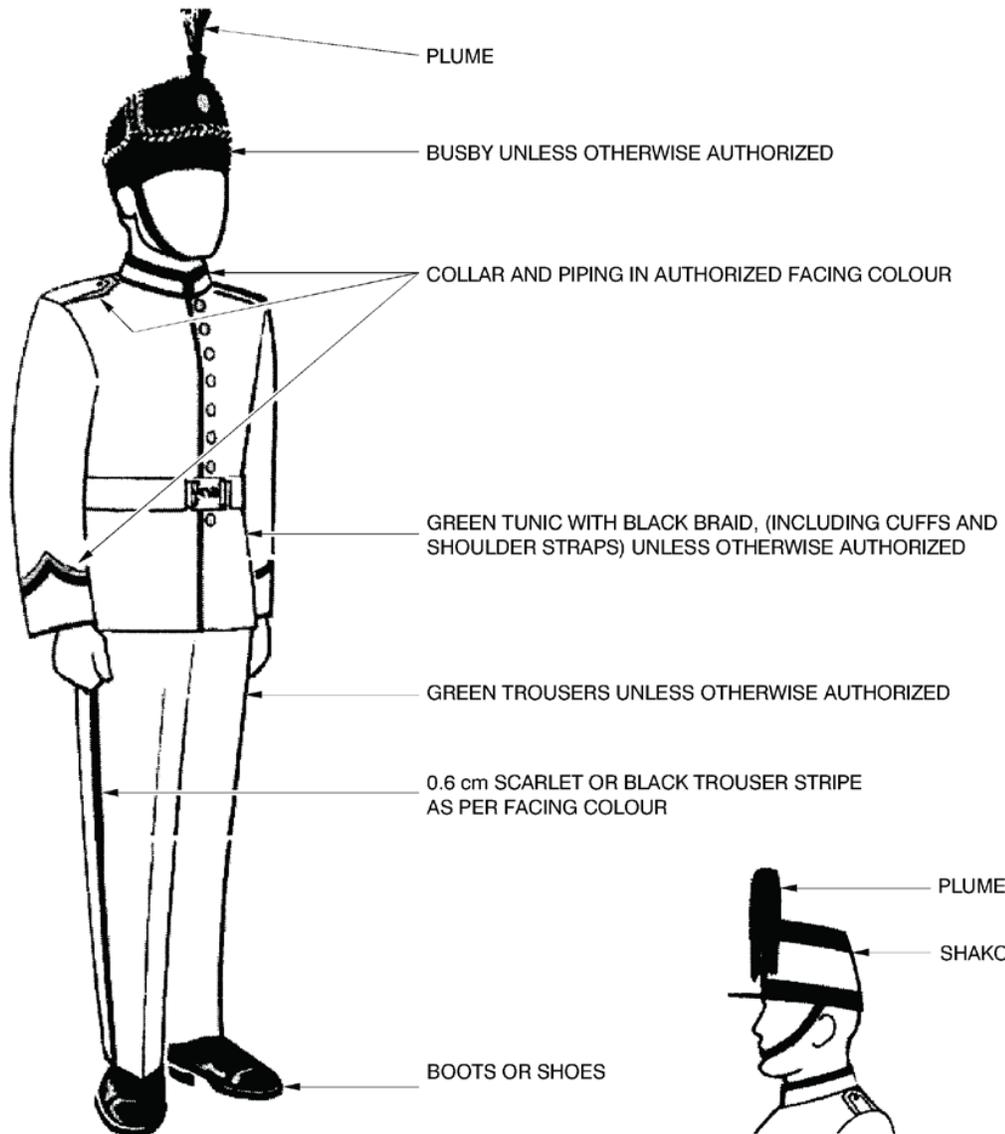


Figure 6B-1 Full Dress – Infantry

### RIFLES / VOLTIGEURS



**NOTE**

Private illustrated. Rank-group differences and embellishments are shown at Figure 6-7.

Figure 6B-2 Full Dress – Rifles

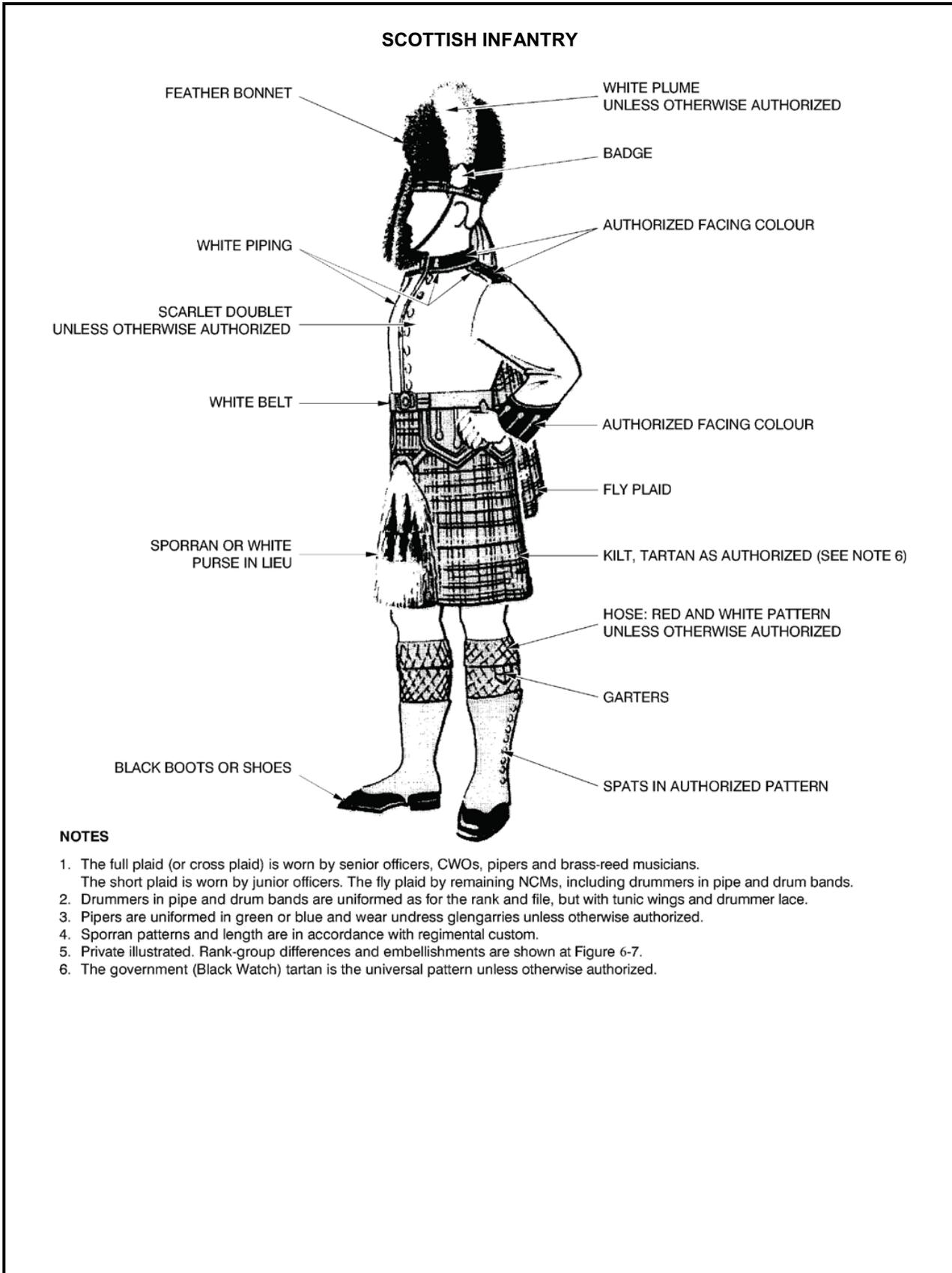


Figure 6B-3 Full Dress – Scottish Infantry

## CHAPTER 7

### HEALTH, SAFETY AND OCCUPATIONAL DRESS

#### POLICY

1. Safety and occupational dress items are intended and authorized for wear in the work place and during the execution of appropriate duties. The items are worn in common by all entitled CAF members with or in lieu of service dress items. They may also be worn with operational dress, subject to direction of the environmental commander concerned.
2. Standard service dress items, such as topcoats (gabardines), are not included in this chapter. Their wear shall be as directed elsewhere in these instructions or as directed in local orders/instructions.

#### SAFETY CLOTHING AND EQUIPMENT

3. **Motorcycles, Motor Scooters, Mopeds, Snowmobiles and Bicycles**
  - a. Civilian-pattern helmets shall be worn by personnel in uniform when operating or riding a motorcycle, motor scooter, moped, or snowmobile, other than as part of their normal duty. The helmet shall be free of insignia and gaudy or bizarre designs. Appropriate military headdress shall be carried for wear immediately upon dismounting from the vehicle. The wearing of a helmet when operating a bicycle is strongly encouraged.

Military-pattern or other issued helmets and goggles shall be worn by personnel operating or riding a military motorcycle or snowmobile in the performance of their duties. Under conditions of severe cold where the wearing of a helmet is not compatible with the wearing of protective clothing, the wear of a helmet may be waived by the commanding officer.
  - b. The chin strap of all helmets shall be kept fastened when the vehicle is in motion.
  - c. Jackets and other protective clothing are optional but recommended for wear by CAF personnel when operating motorized vehicles indicated at sub-paragraph 3.a., above.
  - d. The protective clothing shall normally be of a sombre subdued style, but need not cover the uniform completely (i.e. a jacket by itself is acceptable).
4. **Construction Helmets.** These helmets shall be worn by all personnel in a designated hard-hat area. Upon leaving the hard-hat area, the helmet shall normally be replaced by standard, authorized headdress. However, helmets may be worn between hard-hat sites on a defence establishment, with no administration stops permitted.
5. **Safety/Linesman's Boots Commercial Pattern.** These boots shall be worn with occupational or operational orders of dress, by authorized personnel who require them for their occupational duties. The boots shall be worn at the work site, and may be authorized for wear within the confines of a defence establishment and when commuting between residence and place of duty.
6. **Safety Glasses/Goggles.** These items, which are other than prescription safety lenses mounted in conventional eyeglass frames, shall be worn in accordance with local safety instructions, by authorized tradesmen at the work site and when operating specific construction and operational equipment (see also sub-paragraph 3.b.). They shall not be worn off the work site. Prescription safety lenses mounted in conventional eyeglass frames may be worn with all standard orders of dress.

**7. Commercial Headsets**

- a. Commercial headsets shall not be worn by personnel in uniform, except where required in the performance of a military duty. Similarly, personnel on duty wearing civilian clothes shall not wear a commercial headset. Ear buds may be worn when travelling on public transit only.

**MATERNITY DRESS**

8. When conventional pattern uniforms are no longer comfortable or aesthetically appropriate, a pregnant woman shall commence wearing maternity dress.

9. Non-operational maternity dress is a common-pattern ensemble in light-weight, washable material in three environmental colours. There is also a white occupational variant for medical, dental, and food services personnel, worn as well by navy personnel during the summer dress period.

10. The ensemble consists of general-purpose items suitable for wear as alternatives to those of service dress and its ceremonial and mess derivatives. Medals and accoutrements may be worn on ceremonial dress occasions. The ensemble includes a jacket, sweater, slacks, maternity shirts in both long and short sleeve format, and a top-coat with removable liner (see Figure 7-1).

11. Maternity uniforms shall be retained by the member for the length of their career. On a subsequent pregnancy, members will not be entitled to a further issue of DEU maternity uniforms. Replacement items can be purchased with points or through the cash sales. It is the member's responsibility to contact their supporting clothing stores to get their online maternity catalogues regenerated by the COL office. If a member has been authorized a change of environment, another subsequent initial issue in the correct environment is authorized.

12. Operational clothing dress items may be modified for pregnant women. Instructions are available from NDHQ/DSSPM, through the CAF Supply System. Otherwise, pregnant and newly-delivered women will either wear larger, looser operational dress items above the normal scale of issue, or non-operational maternity items, depending on the occasion or as ordered.

**MILITARY POLICE**

13. **Military Police Occupational Patrol Dress (MPOPD).** The MPOPD is a black uniform ensemble designed, and intended for military policing duties within Canada. It facilitates the unambiguous identification of MP during routine and crisis situations particularly where the swift recognition of MP personnel is critical. In emergencies such as "Immediate Action/Rapid Deployment" (IARD) responses, all MP 00214 and MPO 00161 members, regardless of their routine duties, must be able to respond to an "active shooter" incident in order to prevent or minimize casualties. Consequently, all qualified MP/MPO tasked with delivering military policing services at a Defence Establishment are to be issued with, and routinely wear, MPOPD in tandem with MP soft body armour and sidearm. The MPOPD ensemble consists of the following:

- a. Jacket, black, dual layer removable system, bomber style, worn over the soft body armour. The jacket is equipped with a pull-down flap on the back with the words "MILITARY POLICE/POLICE MILITAIRE". This flap is only displayed when increased visibility is required.
- b. Shirt, black, short sleeve or long sleeve, with front pockets, worn tucked into the trousers;
- c. Trousers, black, with side cargo pockets, worn straight leg style and not bloused.
- d. T-shirt, crew-neck, short sleeve (local purchase). T-shirts shall be solid black in colour and not be altered or bear any visible markings on the collar, sleeves, or body. T-shirts are to be worn underneath the MPOPD shirt and their sleeves shall not extend past the edges of the exterior shirt's sleeves;
- e. Shirt, turtleneck, black, long sleeve (local purchase). Turtleneck shirts shall be solid black in colour, of a light construction, and not altered or bear any visible markings on the collar, sleeves, or body. Turtlenecks may only be worn underneath the long sleeve MPOPD shirt and their sleeves shall not extend past the edges of the exterior shirt's sleeves. The collar, when folded, shall not extend more than half-way up the wearer's neck;
- f. Boots, combat, black, or boots, cold weather, black. Subject to Canadian Forces Provost Marshal (CFPM) policy, MP personnel may wear commercial police-style boots with the MPOPD (local purchase);

- g. Scarlet beret or turban, with MP Branch cap badge;
- h. The tuque, navy, black or hat, winter black, Yukon is authorized for wear with the MPOPD in cold or inclement weather during winter dress periods. The MP Branch cap badge shall not be affixed to either form of winter headdress; and
- i. Any other component(s) of dress specific to the performance of military police duties that are authorized by the CFPM and published in MP policy.

Questions concerning the MPOPD should be directed to the Deputy Provost Marshal Police and Security (DPM Police Secur). or the MP Branch CWO.

14. **MPOPD Rank Insignia and Unique MP Identifiers.** The following identifiers are authorized for wear and shall be worn with MPOPD:

- a. Rank Insignia. Irrespective of the environmental affiliation of the wearer, black naval rank "slip-on s" shall be worn on the epaulettes of all MPOPD shirts, jackets, and soft body armour. The rank insignia on the MPOPD shirt may be removed when wearing the soft body armour, but must be replaced when the armour is not being worn;
- b. Shoulder Insignia. All MPOPD shirts and jackets as outlined in para's 13a and 13b will have the MP shoulder patch (NSN 8455-21-921-6589) sewn on both upper sleeves. This patch shall not be affixed to any undergarment, such as T-shirts, or turtlenecks, or any other item of clothing not authorized for MPOPD wear; and
- c. Nametapes. Black cloth nametapes with gold embroidered lettering and elemental identifier shall be affixed to MPOPD shirts and soft body armour by means of a hook-and-loop fastening system. Early pattern MPOPD items that do not have the required fastening system shall be tailored accordingly in order to accommodate the correct placement of nametapes.

15. **Military Police Accoutrements and Personal Protective Equipment.** The following accoutrements and personal protective equipment (PPE) are authorized for wear and shall be worn with MPOPD:

- a. Headdress. Scarlet headdress identifiers shall be worn by all Military Police personnel with all ceremonial and service orders of dress as detailed in Chapter 5 and, in the case of turbans, Chapter 2;
- b. Duty Gear. MP Duty Gear consists of any equipment items worn on or with MPOPD by MP personnel performing patrol or IARD duties. Duty Gear equipment includes, but is not limited to the duty belt, pistol holster, handcuff case, and carriers for any approved intermediate weapon. Only items appearing on the MP scale of issue (D01307 CFS) and/or authorized by the CFPM shall be worn with MPOPD; and
- c. Miscellaneous Accoutrements and PPE. Other MP accoutrements and PPE (e.g. soft body armour, search gloves, etc) as prescribed by the CFPM through MP Branch policy, are authorized for wear when performing military policing duties. Questions concerning such equipment items are to be directed to DPM DPM Police Secur or the Branch CWO.

## MEDICAL

16. **Smock.** The following medical personnel are authorized to wear a smock, general purpose (white lab coat) over shirt-sleeve orders when on duty in a hospital, clinic or laboratory: pharmacists (MOS ID 00194), medical officers (MOS IS 00196), medical associate officers (X-ray and laboratory) (MOS ID 00197), social workers (MOS ID 00198), medical laboratory technologists (MOS ID 00152), medical radiation technologist (MOS ID 00153), and preventive medicine technicians (MOS ID 00334).

17. **White Ensembles.** The following medical personnel are authorized to wear the white ensembles described below when on duty in a hospital, clinic or laboratory; within the confines of a defence establishment, including messes during normal duty hours; when escorting a patient by ambulance; or in a medical emergency anywhere. Approved headdress is worn outside a medical facility.

- a. Male personnel's ensemble of smock, medical assistant (short-length, white); trousers, white polyester/cotton; belt, trousers, web; and shoes leather white, with socks white, by: nursing officers (MOS ID 00195), medical assistants (MOS ID 00150), medical laboratory technologists (MOS ID 00152), medical radiation technologists (MOS ID 00153), and preventive medicine technicians (MOS ID 00334). All but nursing officers may wear the smock alone with service dress trousers and footwear.
  - b. Female personnel's pantsuit, medical/dental, white consisting of jacket and slacks, white polyester cotton, and shoes, leather, white, with socks or nylons plain-pattern white, by: nursing officers (MOS ID 00195), medical laboratory technologists (MOS ID 00152), medical radiation technologists (MOS ID 00153), and medical assistants (MOS ID 00150).
18. **Dress, White, Medical.** Female members of a medical MOS ID, except physiotherapists and administrative personnel and medical associate officers assigned to a medical establishment, may wear a dress, white, medical in lieu of the pantsuit or other service dress ensemble noted above. Shoes, leather, white, with nylons, plain-pattern white, shall be worn with the dress.
19. **Jacket, Warmth.** Female members of a medical MOS ID may wear a jacket, warmth, white with either the pantsuit or dress listed above.
20. **Physiotherapists.** Authorized occupational clothing items for physiotherapists are yet to be promulgated.
21. **Name Tags.** Name tags are worn centred on the right side of the smock, general purpose:
- a. by men, 15 cm from the shoulder seam to the top edge of the tag; and
  - b. by women, 11.5 cm from the shoulder seam to the top edge of the tag.
22. Name tags and environmental slip-ons with rank and appointment insignia are worn on the smock, medical assistant, woman's pantsuit, and woman's dress. For army non-commissioned members, a single metal enamel rank badge is worn centred 1.2 cm above the name tag. The name tags are worn:
- a. on the smock medical assistant, as for the smock general purpose, with the outside edge of the tag on a line with the inner vertical stitching of the smock closure;
  - b. on the pantsuit jacket, as for the smock, general purpose; and
  - c. on the dress, horizontally and centred between the second and third closure buttons on the upper right forepart of the bodice.
23. **Buttons.** Environmental or, for army personnel, branch buttons are worn.
24. **Ribbons and Insignia.** Ribbons and other insignia shall not be worn.
25. **Supplementary Clothing Items.** Supplementary medical clothing items, such as operating room gowns, are worn within a hospital or on its grounds as directed by its commanding officer.

## DENTAL

26. Dental personnel are authorized to wear peacock blue scrub tops and pants with shoes, leather, white and socks or nylons, plain-pattern, white in lieu of service dress items when on duty in a dental facility.
27. Name tags are worn centred on the upper right side of the scrub top:
- a. by men, 15 cm from the shoulder seam to the top edge of the tag; and
  - b. by women, 11.5 cm from the shoulder seam to the top edge of the tag.

## CHAPLAINS

### 28. Identifying Badge

- a. Chaplains shall wear an appropriate regulation metal faith group identifier (i.e. Latin Cross, Crescent, Tablets with Star of David) with No. 3B (short-sleeve shirt) order of dress, with the base of the faith group identifier positioned 0.6 cm above the centre of the name tag/tape; and
- b. Chaplains wearing either navy or air force uniforms shall wear an appropriate regulation metal faith group identifier (i.e. Latin Cross, Crescent, Tablets with Star of David) on service dress jackets, with the bottom of the faith group identifier centred 0.6 cm above the name tag.

29. **Clerical Shirts, Collar and Stock.** The clerical collar, worn with black stock or shirt, is an optional item authorized for wear by chaplains with all orders of dress, except where prohibited by operational considerations.

30. **Ecclesiastical Vestments.** When officiating at divine services, chaplains shall wear the ecclesiastical vestments acceptable to their denomination and as provided in scales of issue. The wearing of academic hoods with ecclesiastical vestments, is authorized, and may be worn at the individual discretion of chaplains.

31. **Undress Ribbons.** Undress ribbons are worn by chaplains (P) on issue preaching scarves and by chaplains (RC) on issue stoles. The ribbons are positioned on the scarf and stole relative to their location on the service dress jacket.

32. **Orders, Decorations and Medals.** Chaplains wear orders, decorations and medals on issue preaching scarves or stoles on appropriate occasions.

33. **Cemetery Cloak.** The cemetery cloak may be worn as a protective outer garment in inclement weather with service dress.

34. **Operational Clothing.** When wearing operational clothing, the faith group identifier shall be worn above the nametape on shirts. On the rain jacket or when wearing tactical vests the faith identifier will be affixed to the upper right hand sleeve. On NCD's the faith group identifier is worn 0.6 cm above the name tape, and 0.6 cm below the ship's badge.

## COOKS

35. Cook occupational dress is a white ensemble worn in lieu of service dress on duty in kitchens and dining rooms. Normal service dress clothing items are replaced by:

- a. trousers, men's, food handlers, white, or slacks, women's, cooks, white;
- b. apron, food handlers, cotton duck, white;
- c. coat, chef cook, cotton duck, white, only for serving line duties in static dining rooms; and
- d. Name/rank tags identification, environmental designation, Velcro 15 cm, black thread on white background.

36. A smock, general purpose, cotton duck, white can be worn for butchering or shipping and receiving duties only.

37. An apron, food handlers, cotton duck, olive drab 107, is worn over operational clothing in field kitchens.

38. Environmental slip-ons with rank shall be worn on the shirt, white, short sleeved. Metal name tags, metal rank insignia, ribbons and other insignia shall not be worn on cook occupational dress.

39. Slip-ons, rank insignia and name tags are not worn on the smock, general purpose, white for butchering, shipping and receiving duties.

40. These orders of dress are restricted to the workplace.

### **FIRE FIGHTERS**

41. Fire fighter occupational dress is worn during stand-by fire fighting duty. It consists of a one-piece nomex fire fighter suit, with slip-ons; wedge cap, beret or turban; and zippered ankle boots with socks.

42. The military fire fighter badge shall be sewn centred on the right arm, 7 cm down from the shoulder seam to the top of the badge.

43. Fire fighter occupational dress:

- a. may be worn within the confines of a defence establishment and, where authorized, in base dining rooms during duty hours;
- b. may be worn when commuting between residence and place of duty in accordance with local instructions; and
- c. shall not be worn off-base, except in the performance of fire-fighting duties.

### **STEWARDS**

44. Stewards and mess supervisors are authorized to wear a burgundy jacket and vest with service dress or mess dress order 2B, in lieu of service dress jackets, while on occupational duty. Burgundy jackets are badged as for service dress jackets. Name tags are worn on the vest.

45. Messes may provide stewards and other employees with mess "livery" clothing as optional items, at no expense to the public, for wear within the confines of the mess. Customary patterns include:

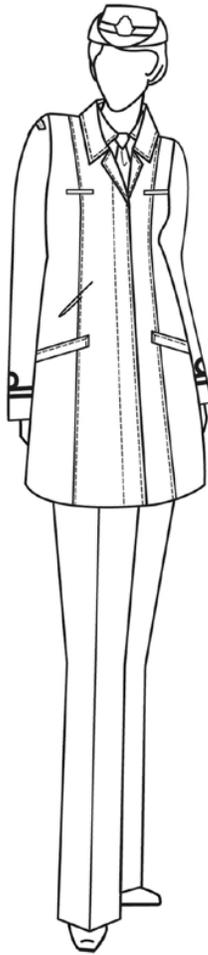
- a. mess dress style jacket in full dress or environmental colours, similar to band concert dress (see paragraph 47), with full/mess dress or service dress trousers/skirt;
- b. "mess livery" jacket in the unit's customary colours and pattern (normally, mess dress or single-breasted blazer style); and
- c. evening dress ensembles or jacket, e.g., "tuxedo".

### **BRASS-REED MUSICIANS**

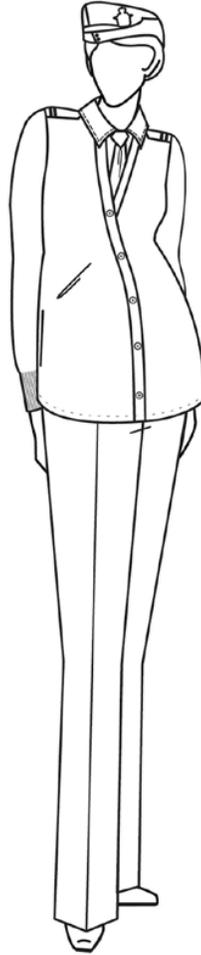
46. Concert dress (See Figure 7-4) is a military band uniform in mess dress patterns, but in either approved full dress or environmental service dress colours. Female musicians may wear palazzo pants in lieu of skirts or trousers as required and as prescribed in branch/regimental dress policy. Concert dress is not worn during church and commemorative services where ceremonial orders of dress are required. Alternatively, full dress, including appropriate caps, may be worn during concert engagements, or, for those without full dress, mess dress No. 2B.

47. Only medals or undress ribbons are worn with concert dress. Miniature medals shall not be worn with this order of dress.

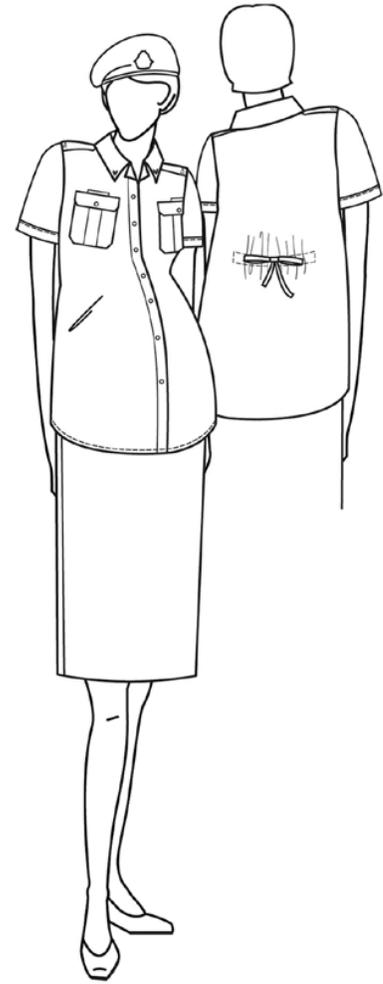
48. If the occasion calls for musicians to wear an undress version of full dress (e.g., full dress tunic with undress cap), the director of music or CWO bandmaster may wear an undress uniform (e.g., frock coat), except when conducting in the presence of Royalty and Vice-regal personages, on which occasions all shall dress appropriately in No.1 or No.1B orders of dress, or in concert dress (paragraph 49).

**MATERNITY DRESS**

TUNIC



SWEATER



SHIRT. SHORT-SLEEVED

**NOTES**

1. Tunic (Jacket) shall be worn with the top button unbuttoned when worn as service dress #3 with ribbons and nametag - as shown above or as service dress #1 and #1A with medals.
2. Tunic (Jacket) shall be worn with the top button buttoned when worn as an outer garment without ribbons, medals and nametag.
3. All other maternity items are to be worn as your regular CAF garments.

Figure 7-1 Maternity Dress

**MILITARY POLICE**

BASE CLOTH: -BLACK  
WHITE LETTERING: -HEIGHT 1.7 cm  
-LEG WIDTH 0.3 cm



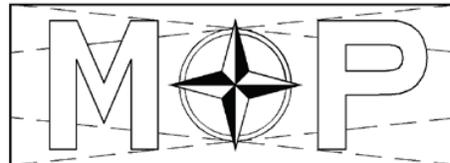
ARMLET MP

BASE CLOTH: -BLACK  
OVERALL LENGTH: -APPROX 44.0 cm  
CENTRE WIDTH: -APPROX 9.5 cm  
WHITE LETTERING: -HEIGHT 1.7 cm  
-LEG WIDTH 0.3 cm



BRASSARD MP

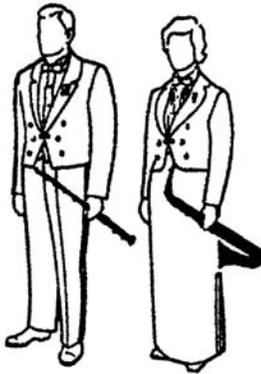
BASE CLOTH: -NATO BLUE  
OVERALL LENGTH: -APPROX 42.0 cm  
CENTRE WIDTH: -APPROX 9.0 cm  
WHITE NATO STAR: -HEIGHT 6.0 cm  
-WIDTH 6.0 cm  
WHITE LETTERING: -HEIGHT 6.0 cm  
-LEG WIDTH 1.0 cm



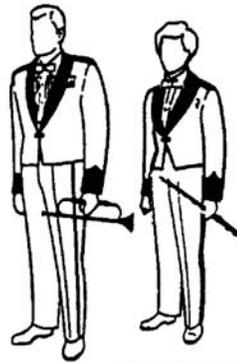
BRASSARD, NATO COMBINED MILITARY POLICE

Figure 7-2 Military Police Brassards

**CONCERT DRESS**

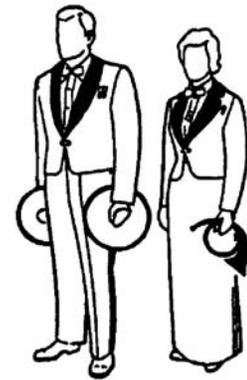


NAVY BANDS: ENVIRONMENTAL COLOUR IS BLACK FOR TUNIC AND TROUSERS, INCLUDING COLLAR AND TROUSER STRIPE



ALTERNATIVE TROUSERS

ARMY BANDS: FULL DRESS COLOURS WHERE AUTHORIZED e.g., FOR ARTILLERY BANDS, BLUE WITH SCARLET FACINGS OR THE ENVIRONMENTAL COLOUR GREEN FOR TUNIC AND TROUSERS, INCLUDING COLLAR, CUFFS AND TROUSER STRIPES



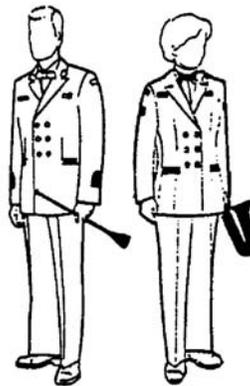
AIR FORCE BANDS: ENVIRONMENTAL COLOUR IS AIR FORCE BLUE FOR TUNIC AND TROUSERS, INCLUDING COLLAR AND TROUSER STRIPES

**NOTE**

Although concert dress is the norm for concerts, the actual uniform worn will match the event, and may vary from full dress to combat clothing. Women may wear skirt or slacks.



FULL DRESS (WITH UNDRESS CAPS FOR OUTDOOR CONCERTS, e.g., FORAGE CAPS, NOW CALLED SERVICE CAPS)



NAVY



ARMY



AIR FORCE

ALTERNATIVE SKIRT

ALTERNATIVE CONCERT DRESS

**NOTE**

No. 2B - Mess Service Dress shown. No. 1A or No. 3 is normally worn for daytime outdoor concerts.

Figure 7-3 Band Concert Dress

A-DH-265-000/AG-001