

LESSON TOPIC GUIDE
FOR
BASIC MILITARY TRAINING
A-950-0001

TOPIC 2.04
UNIFORMS AND GROOMING

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FEBRUARY 1994
(OCT 2019)

CHANGE RECORD

Topic	Change #	Description of Changes	Entered By	Date
	1		PRC (AW) Ybarra	July 1998
	2	Formal Course Review 1999/2000: Deleted E.O. for military etiquette and bearing because some of the information was moved to the Navy Core Values and teamwork objectives, and some information is covered by the "Career Path and Advancement" and "Professionalism" LPs; some of the information was moved into the LP Introduction. Some non-regulatory information was deleted from the beginning of the section on grooming standards. Information updated to reflect changes in <i>U.S. Navy Uniform Regulations</i> . Expanded Summary and Review.	CIED	March 2000
	3	Updated Trainee and Instructor references to reflect <i>The Bluejacket's Manual</i> , Centennial Edition.	AO1 Hamilton	August 2002
	4	Revised LP to reflect Jan 03 changes in <i>U.S. Navy Uniform Regulations</i> ; i.e., new policies on intentional body mutilation, tattoos/body art, and dental ornamentation; made editorial changes.	CIED	February 2003
2.04	5	Resequenced lesson numbers according to day of training. Changed unit names based on the five vectors of Task Force Excel. Renumbered learning objectives in accordance with NAVEDTRA 130A, Volume 1. Added visuals to multimedia program for service dress blue and winter working blue uniforms, and coveralls; revised eight other visuals.	CIED	April 2003
2.04	6	Added U.S. Navy Uniform Regulations article numbers to the references for the section on wear of enlisted uniforms. Added paragraph about embroidered name tapes to section about utilities. Changed sequence of types of uniforms so that winter blues and winter working blues are taught consecutively.	CIED	November 2003
2.04	20	Added NAVADMIN 190/08 which references the new E-1-E-6 Service Uniforms (SU) for male and female. Added NAVADMIN 191/08 which references the new Physical Training Uniform (PTU). Changed paragraph 5. Proper Wear of Enlisted (E-1 through E-6) Uniforms and Related Items to "Some" instead of "Many" to reflect the deletion of Winter Blues and Summer White uniforms. Deleted all paragraphs that described or gave information pertaining to Summer Whites, Winter and Working Blues.	BNO	August 2008

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Topic	Change #	Description of Changes	Entered By	Date
2.04	40	Updated Trainee and Instructor references to reflect <i>The Bluejacket's Manual</i> , 24TH Edition. Updated to reflect latest edition of US Navy Uniform Regulations. Updated NAVADMIN references	CIED	June 2010
2.04	46	Updated lesson to update references, incorporate Classroom Performance System use, and correct minor formatting issues. Added information on wearing of miniature medals.	CIED	May 2011
2.04	Change 127	Change made to LP / IMM to reflect the addition of the ABCD Model of TCRM	CIED	May 2017
2.04	Change 191	Lesson updated to reflect Navy uniform changes and accurate material	CIED	Mar 2018
2.04	Change 213	Lesson update to include air buds in uniform and hands in pockets. Reorganized content, edited slides to reflect material covered, added Uniform Regs references.	CIED	Oct 2019

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SECURITY AWARENESS NOTICE

This course does not contain any classified material.

SAFETY/HAZARD AWARENESS NOTICE

This notice promulgates safety precautions to the staff and students of Recruit Training Command in accordance with responsibilities assigned by Naval Service Training Command.

Any time a student or instructor has apprehension concerning his or her personal safety or that of another, he or she should signal for a "Training Time Out" to clarify the situation or procedure and receive additional instruction as appropriate. "Training Time Out" signals other than verbal shall be appropriate to the training environment.

The safety precautions contained in this course are applicable to all personnel. They are basic and general in nature. Personnel who operate or maintain equipment in support of Officer Training Command must be thoroughly familiar with all aspects of personnel safety, and strictly adhere to every general as well as specific safety precaution contained in operating and emergency procedures and applicable governing directives.

Special emphasis must be placed on strict compliance with published safety precautions and on personal awareness of potentially hazardous conditions.

All personnel must have a comprehensive knowledge of emergency procedures, which prescribe courses of action to be followed in case of equipment failure or human error, as stated in the Pre-Mishap Plan. Strict adherence to approved and verified operating, emergency, and maintenance procedures IS MANDATORY. As a minimum, you are responsible for knowing, understanding, and observing all safety precautions applicable to the command, school, course, your work, and your work areas. In addition, you are responsible for observing the following general safety precautions:

- a. Each individual shall report for work rested and emotionally prepared for the tasks at hand.
- b. You shall use normal prudence in all your functions, commensurate with the work at hand.
- c. You shall report any unsafe conditions, or equipment or material, that you consider unsafe, and unusual or developing hazards.
- d. You shall warn others whom you believe to be endangered by known hazards or by failure to observe safety precautions, and of any unusual or developing hazards.
- e. You shall report to the school staff any accident, injury, or evidence of impaired health occurring in the course of your work.
- f. You shall wear or use the protective clothing and/or equipment of the type required, approved, and supplied for the safe performance of your work.

TERMINAL OBJECTIVE

1. (U) AS A SAILOR UNDERSTAND RECRUIT BASIC PROGRAMS AND PROCEDURES IAW APPLICABLE DOCUMENTATION AND PROCEDURES.

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LESSON: (U) MILITARIZATION

CLASS TIME: 60

Enabling Objectives:

1. (U) AS A SAILOR UNDERSTAND THE PURPOSE OF U.S. NAVY UNIFORM REGULATIONS IAW UNITED STATES NAVY UNIFORM REGULATIONS, NAVPERS 15655I (JAN 11)
2. (U) AS A SAILOR UNDERSTAND APPROPRIATE CARE, CLEANING, AND REPLACEMENT OF THE U.S. NAVY UNIFORMS IAW UNITED STATES NAVY UNIFORM REGULATIONS, NAVPERS 15655I (JAN 11)
3. (U) AS A SAILOR IDENTIFY THE PROPER GROOMING STANDARDS IAW UNITED STATES NAVY UNIFORM REGULATIONS, NAVPERS 15655I (JAN 11)
4. (U) AS A SAILOR COMPREHEND THE PROPER WEAR OF ENLISTED (E-1 THROUGH E- 6) UNIFORMS AND RELATED ITEMS IAW UNITED STATES NAVY UNIFORM REGULATIONS, NAVPERS 15655I (JAN 11)
5. (U) AS A SAILOR EXPLAIN GENERAL REGULATIONS PERTAINING TO THE WEARING OF CIVILIAN CLOTHING, DRUG DEPICTION, AND TATTOOS IAW UNITED STATES NAVY UNIFORM REGULATIONS, NAVPERS 15655I (JAN 11)

Trainee Preparation Material:

- A. Trainee Support Materials: Student Guide
- B. Reference Publications:
 1. The Bluejacket's Manual, 25th Edition, ISBN 978-1-61251-974-6

Instructor Preparation:

- A. Review Assigned Trainee Materials
- B. Reference Publications:
 1. United States Navy Uniform Regulations, NAVPERS 15655I (Jan 11)
- C. Training Materials Required:
 1. BMT Trainee Guide, A-950-0001
 2. 2.04 - Uniforms and Grooming, IMM

LESSON PLAN

LESSON: (U) MILITARIZATION

CIN: A-950-0001

SECTION 2.4: (U) UNIFORMS AND GROOMING

DISCUSSION POINT

1. (U) Introduction
 - a. (U) Self and Topic
 - (1) (U) Navy uniforms symbolize the authority and responsibility vested in the wearer by the United States.
 - (2) (U) Navy personnel must present a proud and professional appearance to reflect positively on the individual, the Navy, and the United States.
 - b. (U) Review Enabling Objectives
 - c. (U) Importance of Lesson

RELATED INSTRUCTOR ACTIVITY

1. (U) Establish Contact: Introduce yourself and give any background on yourself that might be of interest.
 - a. (U) Display slide: Uniforms and Grooming.

(U) Motivating Statements

(U) Overview: In this lesson you will learn the proper care and wear of U.S. Navy uniforms.
 - b. (U) Display slides: Enabling Objectives (3).

(U) Have students refer to Outline Sheet in the Trainee Guide.
 - c. (U) Reference: United States Navy Uniform Regulations, NAVPERS 15655I (Jan 11).

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DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- (3) (U) Exemplary military appearance should be the norm for uniformed personnel.

- (4) (U) A professional Sailor wears the uniform with pride.

- d. (U) Motivate Students

- e. (U) Overview

- d. (U) Motivational Statement: Wearing the uniforms of the United States Navy comes great responsibility. For most of the world, the U.S. Sailor is easily identifiable by the cracker jacks and dixie cup, thus you are a direct representation of the honor, courage, and commitment that we live our lives by.

- e. (U) In this lesson you will learn the proper care and wear of U.S. Navy uniforms.

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DISCUSSION POINT

2. (U) Purpose of U.S. Navy Uniform Regulations.

a. (U) Provides:

(1) (U) Descriptions of all authorized U.S. Navy uniforms and their components.

(2) (U) Guidance to prescribe wear and display a uniform image worldwide.

(3) (U) Care, Cleaning, and replacement of Navy Uniforms.

(4) (U) Carries the force of a general order.

(a) (U) Provides guidance on approved and prohibited accessories.

RELATED INSTRUCTOR ACTIVITY

2. (U) Display Slide: NAVPERS 15665I.

(3) (U) Question 1: Descriptions of all authorized U.S. Navy uniforms and their components can be found in what document?
A: U.S. Navy Uniforms Regulations.

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DISCUSSION POINT

[1] (U) No articles shall protrude from or be visible on the uniform; e.g., pens, key chains, combs, cigarettes, pagers, cellular phones, etc. Protruding objects detract from a professional military appearance and could distort the uniform shape.

[2] (U) While in uniform, it is inappropriate and detracts from military smartness for personnel to have their hands in their pockets.

[3] (U) When walking from point to point while in uniform, it is inappropriate to be smoking, using tobacco products, or to be eating and / or drinking.

3. (U) Care, cleaning, and replacement of U.S. Navy uniforms.

a. (U) Washing, dry cleaning, alterations and repairs are the member's responsibility.

b. (U) Follow manufacturer's labels inside uniform items for proper cleaning procedures and requirements.

RELATED INSTRUCTOR ACTIVITY

[1] (U) Ref: Uniform Regulations: 2101.3.

(U) Now that we understand the purpose of U.S. Navy Regulations, let us now move to the appropriate care, cleaning and replacement of Navy uniforms.

3. (U) Display Slide: Care, cleaning and replacement.

a. (U) Question 2: Washing, dry cleaning, alterations, and repairs are whose responsibility?
A: Members responsibility.

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DISCUSSION POINT

- c. (U) Uniforms shall be kept clean; and ensure all lace, devices and insignia are kept free of tarnish and corrosion.

 - d. (U) Military creases on uniform shirts are an individual option. Sewn-in creases are NOT authorized.

 - e. (U) Uniforms should be stored on hangers. If uniforms are to be stored for a long time, they should be cleaned and packed in an airtight plastic bag with a packet of desiccant (drying agent).

 - f. (U) The Clothing Replacement Allowance (CRA) is an annual payment provided for replacing a minimum quantity of each required uniform.
4. (U) Grooming Standards
- a. (U) In uniform, your personal appearance will be neat and professional at all times.

RELATED INSTRUCTOR ACTIVITY

d. (U) Ref: Uniform Regulations: 2101.3.

f. (U) Question 3: How often do you get the Clothing Replacement Allowance? A: Annually.
(U) Ref: Uniform Regulations: 1101.6.

(U) Now that we have explained and understand the appropriate care, cleaning and replacement of Navy uniforms, let us identify proper grooming standards.

4 (U) Display Slide: Male Grooming

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DISCUSSION POINT

- b. (U) Hair shall be kept neat, clean and well groomed.
 - (1) (U) Requirements ensure that hair does not interfere with proper wearing of military headgear and safety equipment.
 - (2) (U) Varying hairstyles, including Afros, are permitted providing criteria of maximum length, bulk, and tapered neck and sides are met.
 - (3) (U) Hairpieces may be worn only for cosmetic reasons to cover natural baldness or physical disfigurement.
 - (a) (U) They will present a natural appearance and conform to all grooming standards.
 - (b) (U) They may not interfere with the performance of duty or present a safety or become a foreign object damage (FOD) hazard.
- c. (U) Hair standards for men

RELATED INSTRUCTOR ACTIVITY

- b. (U) Ref: Uniform Regulations 2201.1.

- c. (U) Display Slide: Male Grooming: Hair
(U) Ref: Uniform Regs: 2201.1.a.

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DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- (1) (U) Hair above the ears and around the neck shall be tapered upward at least 3/4" and no more than 3/4" outward to blend with hairstyle.

- (2) (U) Hair shall be no longer than four inches and must NOT:
 - (a) (U) Touch the collar.

 - (b) (U) Extend below the eyebrows.

 - (c) (U) Exceed two inches in bulk (the distance that the mass of hair protrudes from the scalp).

 - (d) (U) Be plaited (tightly woven hair braided close to the scalp) or braided while in uniform or duty status.

- (3) (U) One natural, fore and aft, narrow part may be cut, clipped or shaved into the hair.

- (4) (U) The unique quality and texture of curled, kinked, waved and straight hair are recognized. Sometimes the 3/4" taper at the back of the neck may be

(3) (U) Display Slide: Male Grooming: Hair(2)

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DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

difficult to attain; therefore in these cases:

(a) (U) Hair must present an adapted professional appearance.

(b) (U) The taper may combine with a line at the back of the neck.

(5) (U) Men may shave their heads if done every day. Men may NOT shave their heads for:

(a) (U) Faddish hair styles

(a) (U) Display Slide: Grooming: Faddish Hair Styles

[1] (U) Faddish styles are followed for a short time to an exaggerated level. They are generally conspicuous and detract from a professional appearance.

[2] (U) Haircut with a distinct visible line (bowl cut or high and tight).

(b) (U) Affiliation with an extremist group.

(6) (U) Faddish styles and outrageous multicolored hair are NOT authorized.

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(7) (U) Keep sideburns neatly trimmed and tailored in the same manner as the haircut. They shall:

(7) (U) Display Slide: Male Grooming: Facial Hair.
(U) Ref. Chapter 2: 2201: Personal Appearance:

2

(a) (U) Not extend below a point level with the middle of the ear.

(a) (U) Question 4: Sideburns for men shall NOT extend below what point? A: Middle of the ear.

(b) (U) Be of even width (not flared).

(c) (U) End with a clean-shaven horizontal line.

(8) (U) Mustaches will be kept neatly and closely trimmed.

(a) (U) No portion of the mustache shall extend below the line of the upper lip.

(b) (U) A mustache shall NOT be:

[1] (U) Beyond a horizontal line extending across the corners of the mouth.

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[2] (U) More than 1/4" beyond a vertical line drawn from the corner of the mouth.

(c) (U) Handlebar mustaches, goatees, beards, or eccentricities are NOT permitted.

(9) (U) A beard may only be worn for medical reasons when authorized by the Commanding Officer on the advice of a medical officer.

d. (U) Male Grooming: Miscellaneous

(1) (U) Earrings for men, are NOT authorized when:

(a) (U) In uniform

(b) (U) In a civilian attire when in a duty status. On board any military ship, craft, aircraft, or in a military vehicle either on base, or any other places under military jurisdiction.

(c) (U) Participating in any organized military recreational activity.

RELATED INSTRUCTOR ACTIVITY

d. (U) Display Slide: Male Grooming: Miscellaneous.

(1) (U) Ref: Uniform Regulations: 2201.6.

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(d) (U) Prohibited by prescribing authority while in foreign countries.
(Prescribing authority is a person in command of a geographical area;
responsible for issuing policy for wearing Navy uniforms).

(2) (U) For men, fingernails shall NOT extend past the fingertips.

e. (U) Female Grooming

(1) (U) Acceptable Hairstyle Criteria.

(a) (U) Hairstyles and haircuts shall present a professional and balanced appearance.

(b) (U) Appropriateness of hairstyle shall be evaluated by its appearance when headgear is worn. All headgear shall fit snugly and comfortably around the largest part of the head without distortion or excessive gaps. Hairstyles will not interfere with the proper wearing of headgear, protective masks or equipment.

(c) (U) When headgear is worn, hair shall not show from under the front of

RELATED INSTRUCTOR ACTIVITY

e. (U) Display Slide: Female Grooming.

(1) (U) Display Slide: Female Grooming: Hair.
(U) Ref: Chapter 2: 2201:Section 2: 1.b

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the headgear. Hair is not to protrude from the opening in the back of the ball cap, except when wearing a bun or ponytail hairstyle. All buns and ponytails shall be positioned on the back of the head to ensure the proper wearing of all headgear.

RELATED INSTRUCTOR ACTIVITY

(2) (U) When wearing collared uniforms, the hair may touch, but not fall below a horizontal line level with the lower collar.

(3) (U) When wearing the jumper uniform (crackerjacks), hair may extend a maximum of 1 1/2" below the top of the jumper collar.

(4) (U) Hair shall NOT show under the front of the brim of the:

(a) (U) White hat (Dixie Cup)

(b) (U) Garrison cap

(c) (U) Eight Point Cover

(a) (U) A brief history of the Dixie Cup. The white hat earned this term as it shares a resemblance to the popular disposable drinking cup.

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RELATED INSTRUCTOR ACTIVITY

(d) (U) Navy/Command ball cap

(5) (U) Lock Hairstyle

(5) (U) Display Slide: Female Grooming: Locks /
Ponytails.
(U) Ref: Uniform Regs: 2201.1.

(a) (U) Consists of one section of hair that twists from or near the root to the end of the hair and creates a uniform ringlet or cord-like appearance.

(b) (U) May be worn in short, medium, and long hair lengths.

(c) (U) Must continue from the root to the end of the hair in one direction (no zig-zagging, curving, or ending before the end of the lock to dangle as a wisp or loose hair) and should encompass the whole head.

(d) (U) Locks partings must be square or rectangle in shape in order to maintain a neat and professional appearance.

(e) (U) Can be loose (free-hanging where no hair is added to the lock once it is started other than hair extensions that are attached at the end of the natural hair).

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(f) (U) When worn loose, locks will be spaced no more than three-eighths of an inch apart, diameter/width will not exceed three-eighths of an inch, and locks will be tightly interlaced to present a neat and professional military appearance.

(g) (U) Locks may also be worn in a bun provided all hair grooming requirements are met. Locks may not be worn in combination with other hair styles (e.g. twists, braids).

(h) (U) New growth (defined as hair that naturally grows from the scalp and has not yet been locked) will not exceed one-half inch at any time.

(6) (U) Pony Tails

(a) (U) Authorize wear of a single braid, French braid, or a single ponytail in Service, Working, and PT uniforms.

(b) (U) Foreign material, such as beads and decorative items, shall not be braided into the hair.

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(c) (U) The end of the braid or ponytail may extend up to three inches below the lower edge of the collar of the shirt, jacket or coat.

(7) (U) Hairstyles with multiple braids may be worn; (corn rows, French braids, etc.).

(7) (U) Display Slide: Female Grooming: Bun / Rows / Braids.

(a) (U) Braids shall be approximately 1/4" inch in diameter and tightly woven.

(b) (U) Foreign material, such as beads and decorative items, shall not be braided into the hair.

(8) (U) Appropriateness of hairstyle is also judged by its appearance when headgear is worn.

(9) (U) Long hair, including braids, must:

(a) (U) Be neatly and inconspicuously fastened, pinned or secured to the head and may not dangle free at any point.

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(b) (U) Not be lopsided or extremely asymmetrical.

(10) (U) The bulk of the hair shall not exceed two inches.

(11) (U) A maximum of two (2) small barrettes, combs or clips similar to hair color may be used.

(12) (U) Hair accessories must be consistent with the hair color.

(a) (U) A maximum of two small barrettes, similar to hair color, may be used.

(b) (U) Bun accessories (used to form the bun), are authorized if completely concealed.

(c) (U) Additional hairpins, bobby pins, or small rubber bands, may be used to hold hair in place, if necessary.

(d) (U) The intent is for pinned-up hair to be styled in a manner that prevents loose ends from extending upward or outward from the head.

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(e) (U) For example, when using barrettes or hairpins, hair will not extend loosely from the head; when hair is in a bun, all loose ends must be tucked in and secured.

(f) (U) Hair accessories shall not present a safety or foreign object damage (FOD) hazard.

(g) (U) Hair nets shall not be worn unless authorized for a specific type of duty.

(h) (U) Headbands, scrunchies, combs, claws and butterfly clips, are examples of accessories that are not authorized.

(13) (U) Hair may not be outrageously multicolored or faddish, including shaved portions (except neckline), or have designs cut or braided into it.

(14) (U) Wigs or hairpieces, that meets grooming standards, may be worn.

f. (U) Female Grooming: Cosmetics

f. (U) Display Slide: Female Grooming: Cosmetics.
(U) Ref: Chapter 2: 2201.4.

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- (1) (U) Cosmetics (women only), if worn, shall be applied in good taste so that colors blend with natural skin tone and enhance natural features.
Exaggerated or faddish cosmetic styles are not authorized with the uniform and shall NOT be worn.

- (2) (U) Lipstick colors shall be conservative and complement the individual.
Care should be taken to avoid an artificial appearance.

- (3) (U) Long false eyelashes shall not be worn when
in uniform.

- (4) (U) Cosmetic Permanent Makeup is authorized for eyebrows, eyeliner, lip
stick and lip liner only. Permanent Makeup is considered an elective medical
procedure that is accomplished by qualified medical professionals.

- (2) (U) Long false eyelashes shall not be worn when
in uniform. Authorized colors of the eyebrows
shall be shades of black, brown, blonde or red
that matches the individual's natural hair color.
Eyeliner shall be shades of black, brown, blue or
RELATED green that matches the individual's
natural eye color and shall not extend past the
natural corner of the eye. Lip liner and lipstick
shall be the color of the natural lip or shades of
pink and moderate reds only.

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DISCUSSION POINT

g. (U) Miscellaneous Female Grooming Standards

(1) (U) Fingernails shall be well-manicured and clean at all times.

(a) (U) Fingernails shall NOT exceed 1/4" measured from the fingertips.

(b) (U) Nail polish may be worn, but shall be conservative and complement the skin tone.

(2) (U) Earrings

(a) (U) One earring per ear (centered on the earlobe) may be worn while in uniform.

(b) (U) Earrings shall be silver 4-6mm (1/8" - 1/4") ball.

(c) (U) Plain with brushed matte or shiny finish. Screw-on or with posts.

RELATED INSTRUCTOR ACTIVITY

g. (U) Display Slide: Female Grooming: Miscellaneous.

(1) (U) Ref: Uniform Regulations: 2201.5.

(2) (U) Ref: Uniform Regulations: 7101.4.

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(3) (U) Body Ornamentation

(3) (U) Ref: Uniform Regs: 7101.5.

(a) (U) While in uniform, NO articles, other than earrings for women, shall be attached through a body part.

h. (U) Further instances of prohibited piercing wear are when:

(1) (U) In civilian attire while on duty, onboard a military ship, craft, aircraft or in a military vehicle.

(2) (U) Within any base or other place under military jurisdiction.

(3) (U) Participating in any organized military recreational activities.

i. (U) Intentional body mutilation, piercing, branding, scarring that is excessive or eccentric is prohibited.

(1) (U) Examples include but are not limited to:

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DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- (a) (U) Split or forked tongue.
- (b) (U) Foreign objects inserted under the skin to create a design or pattern.
- (c) (U) Enlarged or stretched out holes in the ears, other than normal piercing.
- (d) (U) Intentional scarring on the neck, face or scalp.
- (e) (U) Intentional burns creating a design or pattern.
- (2) (U) Waivers may be requested for existing body alterations.
- j. (U) Dental Ornamentation
 - (1) (U) Coloring teeth for ornamental purposes is prohibited.

j. (U) Ref: Uniform Regs: 7101.8.

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DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- (2) (U) For example:
 - (a) (U) Gold
 - (b) (U) Platinum
 - (3) (U) Teeth will NOT be ornamented with caps, designs, jewels, initials, etc.
 - (4) (U) Waivers may be requested for existing dental ornamentation.
-
- 5. (U) Proper Wear of Enlisted (E-1 through E-6) Uniforms and Related Items.
 - a. (U) Many of the uniforms worn by E-1 through E-6 are also worn by Officers and Chief Petty Officers. When greeting a senior military person, pay attention to the rank insignia worn on their uniform, not the style of uniform.
 - b. (U) Dinner Dress Blue
-
- (4) (U) Now that we have identified proper grooming standards, let us move on to the proper wear of enlisted uniforms and items.
-
- 5. (U) Display Slide: Dress Blue Uniforms.
 - a. (U) Display Slide: Dress White Uniforms.
 - b. (U) Display Slide: Dinner Dress Blue.
(U) Ref: Uniform Regulations: 3405 and 3406.

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- (1) (U) Blue jumper or blue coat and skirt with miniature medals.
 - (2) (U) White hat.
 - (3) (U) Outer garment: Pea coat or double-breasted all-weather coat.
 - (4) (U) Occasion for Wear: Official functions where civilians wear a black tie or evening gown. This is a prescribable winter uniform.
 - (5) (U) Discuss difference in size between miniature medals and large medals.
- c. (U) Full Dress Blue
- (1) (U) Blue jumper or blue coat and or slacks.
 - (2) (U) White hat.

RELATED INSTRUCTOR ACTIVITY

- (1) (U) Backpacks may not be worn in any dress uniform. Only a full sea bag may be worn in a dress uniform.
(U) Fleece liner shall NOT be worn as an outer garment in ANY dress uniform.
(U) Ref: Uniform Regulations: 2101.3.
- c. (U) Display Slide: Full Dress Blue
(U) Ref: Uniform Regs: 3411 and 3412.
- (1) (U) Backpacks may NOT be worn in any dress uniform. Only a full sea bag may be worn in a dress uniform.
(U) Ref: Uniform Regs: 2101.3

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RELATED INSTRUCTOR ACTIVITY

- (3) (U) Outer garment: Pea coat or double-breasted all-weather coat.

- (4) (U) Occasion for Wear: Change of Command, Official visits, ceremonies and solemn occasions.

- (5) (U) Wear both large medals and ribbons that do not have corresponding large medals on Full Dress Uniforms.
 - (a) (U) Large medals are worn on the left breast of the service coat or jumper of Full Dress Blues and Full Dress White.

 - (b) (U) When wearing more than one medal, suspend them from a holding bar that supports the medals should be grouped with the same number of medals in each row, with the lesser number in the top row if necessary.

 - (c) (U) Center ribbons on the right breast in the same relative position as the holding bar of the lowest row of medals.

 - (d) (U) Arrange ribbons in order of precedence in rows from top down and inboard to outboard.

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(e) (U) Personnel awarded only ribbons that do not have corresponding large medals shall wear the ribbons on the right side as mentioned above.

d. (U) Service Dress Blue

(1) (U) Blue jumper or blue coat and skirt or slacks with ribbons.

(2) (U) White hat.

(3) (U) Outer garment: Pea coat or double breasted all-weather coat.

(a) (U) Men may wear the pullover jersey under the blue jumper.

(4) (U) Occasion for Wear:

(a) (U) In winter when dinner dress and full dress uniforms are NOT prescribed.

RELATED INSTRUCTOR ACTIVITY

d. (U) Display Slide: Service Dress Blue.
(U) Ref: Uniform Regs: 3415 and 3416.

(1) (U) Backpacks may not be worn in any dress uniform. Only a full sea bag may be worn in a dress uniform.

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(b) (U) May be worn year-round when traveling on leave, TAD, or transfer.

(c) (U) When appropriate for civilians to wear dress coat and tie.

e. (U) Dinner Dress White

(1) (U) White jumper with miniature medals. Females may wear skirt or slacks.

(2) (U) White hat.

(3) (U) Outer garment: Double breasted all-weather coat.

(4) (U) Occasion for Wear: Official functions where civilians wear a black tie or evening gown. This is a prescribable summer uniform.

f. (U) Full Dress White

RELATED INSTRUCTOR ACTIVITY

e. (U) Display Slide: Dinner Dress White.
(U) Ref: Uniform Regs: 3407 / 3408.

f. (U) Display Slide: Full Dress White
(U) Ref: Uniform Regs: 3413 / 3414.

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RELATED INSTRUCTOR ACTIVITY

(1) (U) White jumper with large medals and ribbons. Females may wear skirt or slacks.

(1) (U) Backpacks may not be worn in any dress uniform. Only a full sea bag may be worn in a dress uniform.

(2) (U) White hat.

(3) (U) Outer garment: Double breasted all-weather coat.

(4) (U) Occasion for Wear: Change of command, Official visits, ceremonies and solemn occasions.

(5) (U) Wear both large medals and ribbons that do not have corresponding large medals on Full Dress Uniforms.

g. (U) Service Dress White

g. (U) Display Slide: Service Dress White.
(U) Ref: Uniform Regulations: 3417/3418.

(1) (U) White jumper with ribbons. Females may wear skirt or slacks.

(1) (U) Backpacks may not be worn in any dress uniform. Only a full sea bag may be worn in a dress uniform.

(2) (U) White hat.

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RELATED INSTRUCTOR ACTIVITY

- (3) (U) Outer garment: All-weather coat or Pea coat.

- (4) (U) Occasion of Wear: In summer when dinner dress and full dress uniforms are NOT prescribed and civilian dress is coat and tie.

- h. (U) Navy Service Uniform (NSU)
 - (1) (U) Short-sleeved Khaki shirt with ribbons and miniature silver anodized collar devices (E-2 through E-6), black trousers with black belt and silver buckle.

 - (2) (U) Garrison cap.

 - (3) (U) Outer garment: Double breasted all-weather coat, pea coat.

 - (4) (U) Occasion for Wear: Worn year-round when prescribed as the uniform of the day for:
 - (a) (U) Office Work

- h. (U) Display Slide: Navy Service Uniform.
(U) Ref: Uniform Regulations: 3602.

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- (b) (U) Watch standing

- (c) (U) Liberty

- (d) (U) Business ashore

- i. (U) Navy Working Uniform (NWU)
 - (1) (U) Navy Working trousers and Navy Working shirt.
 - (a) (U) Two cloth embroidered tapes are sewn on the shirt above the pockets.
 - [1] (U) “U.S. Navy” on the wearer’s left.

RELATED INSTRUCTOR ACTIVITY

- i. (U) Display Slide: Navy Working Uniform (NWU III). Ref: Uniform Regulations: 3603.

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RELATED INSTRUCTOR ACTIVITY

[2] (U) Wearer's name on the right.

(b) (U) An embroidered name tape also goes on the trousers above the wearer's right rear pocket.

(c) (U) Mock-neck is prescribable under this uniform.

(2) (U) Eight Point Cover, Ball cap, Knit watch cap.

(3) (U) Outer garment: Coat, parka, fleece liner.

(4) (U) Occasion for Wear:

(a) (U) When other uniforms would be unsafe or become unduly soiled.

(b) (U) May be authorized by prescribing authority for commuting to and from work.

[1] (U) Commuting is defined as a direct route from place of residence to

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place of work by means of a private vehicle.

j. (U) Coveralls

RELATED INSTRUCTOR ACTIVITY

j. (U) Display Slide: Coveralls.
(U) Ref: Uniform Regs: 3431/3432.

(1) (U) One-piece coveralls and undershirt.

(2) (U) Ball cap or knit watch cap.

(3) (U) Outer garment: Blue working jacket.

(4) (U) Occasion for wear:

(a) (U) When other uniforms would be unsafe or become unduly soiled.

(b) (U) Limited to an underway uniform (i.e. from stationing and securing Sea Detail/Maneuvering watch when leaving and entering port respectively).

k. (U) Physical Training Uniform (PTU)

k. (U) Display Slide: PT Uniform.
(U) Ref: Uniform Regulations: 3600.

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RELATED INSTRUCTOR ACTIVITY

- (1) (U) Short or long-sleeved gold shirt with Navy logo on the front and back.
Blue shorts with Navy logo.

- (2) (U) Tailor for progressive fit and appearance for all Sailors, E-1 through O-10. Made of modern, moisture wicking and odor-resistant fabric.

- (3) (U) Manner of Wear: Designed primarily for group/unit physical training activities and semi- annual physical fitness assessment (PFA). It can be worn on and off base for fitness and/or leisure unless determined otherwise by Regional Coordinators or Commanding Officers.
 - (a) (U) In Port:
 - [1] (U) PTU shirt will be tucked into shorts.

 - [2] (U) Shorts will be worn fully on the waist with the length not extending below the top of the knee.

 - [3] (U) Pregnant Sailors will wear the shirt out and will discontinue wearing the PTU when it becomes tight.

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RELATED INSTRUCTOR ACTIVITY

[4] (U) Female Sailors will wear a sport or dress brassiere when wearing the PTU.

[5] (U) Running shoes and athletic socks must be worn and shall not extend above mid-calf.

[6] (U) Low cut socks are permitted.

(b) (U) At Sea:

[1] (U) Wearing of the PTU will be at the discretion of the Commanding Officer.

(c) (U) During Individual PT:

[1] (U) Shirts may be worn in or out of shorts.

[2] (U) All other requirements are the same as "In Port".

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(d) (U) While on liberty:

[1] (U) Components of the PTU are authorized to wear individually or collectively.

[2] (U) The PTU will not be worn while in a duty status or when conducting official business on base (e.g. PSD's, medical treatment facilities, galleys, legal).

1. (U) Organizational Uniform Items

(1) (U) Occasion for Wear: Articles for which there is a requirement above and beyond authorized Navy uniforms.

(2) (U) Additional provisions are left to Commanding Officer's discretion.

(3) (U) Items: Foul weather jacket, flight jackets, flight suits, FRV coveralls, Command ball cap, submarine sweater, etc.

RELATED INSTRUCTOR ACTIVITY

1. (U) Display Slide: Organizational Uniform Items.
(U) Ref: Uniform Regs: 6801

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- m. (U) Additional Jewelry and ID Cards
 - (1) (U) All personnel are authorized to wear conservative jewelry, but it must be in good taste. It shall not present a safety or FOD (Foreign Object Damage) hazard.
 - (2) (U) Necklaces
 - (a) (U) Authorized for men and women.
 - (b) (U) While in uniform, only one necklace may be worn and must NOT be visible.
 - (3) (U) Wristwatches and bracelets
 - (a) (U) Authorized for men and women.
 - (b) (U) While in uniform, only one of each may be worn.

RELATED INSTRUCTOR ACTIVITY

- m. (U) Display Slide: Additional Jewelry, ID Cards & Badges.
(U) Ref: Uniform Regulations: 2201.6.

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DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

(c) (U) Ankle bracelets are NOT authorized while in uniform.

(4) (U) Rings

(4) (U) Ref: Uniform Regulations: 2201.6

(a) (U) For men and women while in uniform, only one ring per hand is authorized, plus a wedding ring or engagement/wedding ring set.

(a) (U) Question 5: How many rings are authorized for wear per hand while in uniform?
A: One per hand plus a wedding set.

(b) (U) They are NOT authorized for wear on thumbs.

(c) (U) Eccentric or faddish rings are not authorized.

(5) (U) Identification Cards

(a) (U) The military ID card is the property of the U.S. and must be carried at all times.

(a) (U) Question 6: When shall the military ID card be carried? A: At all times.

(b) (U) Do NOT surrender your ID card except as required by proper military authority for identification, investigation, or while in disciplinary confinement.

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DISCUSSION POINT

(c) (U) Security access badges are only authorized for wear on or near the immediate vicinity of the installation for which wear is required for the official performance of duties.

n. (U) Accessory Items

(1) (U) Bags (e.g. gym bags, backpacks, garment bags, etc.) shall be hand-carried to facilitate saluting.

(a) (U) Backpacks may be worn over the left shoulder or both shoulders while wearing service and working uniforms. Gym bags may be carried on the back when riding on a bicycle or motorcycle, but shall be hand carried before mounting and upon dismounting.

[1] (U) Authorized colors of backpacks: Black, Navy Blue, and when available, the matching NWU pattern.

[2] (U) The matching NWU pattern backpack is only authorized for wear with the NWU.

RELATED INSTRUCTOR ACTIVITY

n. (U) Display Slide: Accessory Items.
(U) Uniform Regulations: 2101.3.c.(2).

(1) (U) Question 7: When in uniform, how should bags be carried? A: To facilitate saluting.

(a) (U) Backpacks may not be worn in any dress uniform. Only a full sea bag may be worn in a dress uniform.

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[3] (U) No personal ornamentation shall be attached on or to the backpack.
Examples include: carabiners, name tags, strings, or phones.

(b) (U) Full sea bags may be carried or worn on the back at any time.

(c) (U) Only a woman's Navy certified handbag shall be carried on the shoulder while in uniform. It shall be carried over the left shoulder or forearm, place the body of the handbag between the natural waist and upper most part of the hip.

(2) (U) Communication Devices

(a) (U) The use of portable communication devices shall NOT interfere with the rendering of military courtesies and honors nor violate local, state and federal laws.

(b) (U) The use of an earpiece, blue tooth technology, headsets and hands-free devices while in uniform indoors or outdoors is prohibited unless specifically authorized for execution of official duties.

RELATED INSTRUCTOR ACTIVITY

(b) (U) Question 8: What bag may be worn in any uniform? A: Full sea bag.

(c) (U) Ref: Uniform Regulations: Article 3501.25.

(a) (U) Ref: Uniform Regulations: 2101.3.c.(1).(f).

(b) (U) Ref: Uniform Regulations: 2101.3.c.(1).(f).

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RELATED INSTRUCTOR ACTIVITY

(3) (U) Sunglasses

(a) (U) If worn while in uniform, must be conservative. Faddish or distracting styles are unauthorized (e.g., extremely large or mirrored lenses, etc.).

(b) (U) Never worn while in formation.

(c) (U) Retainer straps are only worn if they are required for safety purposes. If worn, they shall be plain black and worn snugly against the back of the head.

o. (U) E-7 and above unique identifiers.

o. (U) Display Slide: Rank Identification

(1) (U) Rank insignia and identification are worn at different places depending on the type of uniform.

(2) (U) Chief Petty Officers and Commissioned Officers both wear khaki uniforms however you can tell them apart from their collar and cover device.

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RELATED INSTRUCTOR ACTIVITY

- (3) (U) Both Chief Petty Officers and Commissioned Officers can wear either the garrison cover or the combination cover.

- (4) (U) Additionally, on the combination cover, O-5 and above officers have gold fretting on the visor that appear as scrambled eggs.

- (5) (U) On the green flight suit rank is worn on the shoulder labels. It is also optionally worn on the velcro badge amongst other various patches including American Flag and squadron patch.

- (6) (U) On flame resistant variant coveralls (FRV) or coveralls, a khaki colored belt signifies Chief Petty Officers or Commissioned Officers.

- 6. (U) Regulations for Wearing Civilian Clothing, Drug Depiction, and Tattoos.
 - a. (U) Civilian clothing is permitted when authorized by the Commanding Officer in situations such as when:
 - (1) (U) Leaving or returning to ships or stations.

- (6) (U) Now that we have covered proper wear of enlisted uniforms, let us move to our final topic, civilian clothing and tattoo regulations.

- 6. (U) Display Slide: Casual Civilian Clothing.
(U) Uniform Regulations: 7101.1/7101.2.

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- (2) (U) On authorized leave of absences.

- (3) (U) On liberty.

- (4) (U) In off-duty status ashore.

- b. (U) Commands are authorized to suspend the privilege of civilian clothing for individuals:
 - (1) (U) Who fail to wear civilian clothing as outlined in the United States Navy Uniform Regulations.

 - (2) (U) Who fail to properly maintain uniforms or sea bag requirements.

 - (3) (U) Whose appearance may bring discredit upon the Navy.

- c. (U) Casual civilian clothing is only authorized on base for occasions such as picnics, athletic events and other casual daytime activities. Otherwise, they are NOT acceptable within the confines of military installations. For example:

b. (U) Question 9: Who can suspend the privilege of wearing civilian clothing? A: Commanding Officer.

c. (U) Ref: Uniform Regulations: 7203.

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- (1) (U) Tank-top shirts

- (2) (U) White undershirts worn as outer garments.

- (3) (U) Cut-off shorts

- (4) (U) Shower sandals

- d. (U) Wearing or displaying clothing, jewelry or tattoos depicting marijuana or any other controlled substance(s) or advocating drug use is prohibited.

- e. (U) Military uniform articles that may be worn with civilian clothing include:
 - (1) (U) Navy/Command ball cap (w/o insignia)

 - (2) (U) Belts (with civilian buckles)

 - (3) (U) Gloves

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RELATED INSTRUCTOR ACTIVITY

- (4) (U) Socks/Hosiery
 - (5) (U) Shoes
 - (6) (U) Underwear
 - (7) (U) All-weather coat (without insignia)
 - (8) (U) Black relaxed fit jacket (without insignia)
 - (9) (U) Seaters (black V-neck, pullover jersey and cardigan)(without nametag)
 - (10) (U) Watch cap
 - (11) (U) Handbag
- f. (U) Navy policies on tattoos, body art and brands.
- f. (U) Display Slide: Tattoo Policy.
(U) Uniform Regulations: 2201.7.

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RELATED INSTRUCTOR ACTIVITY

- (1) (U) The Navy prohibits tattoos, body art, and brands:
 - (a) (U) On the head, face, ear, and scalp. Sailors may now have one 1 inch by 1 inch (1x1) tattoo on either the neck or behind the ear. These are the only tattoos that have size restrictions in the Navy.
 - (b) (U) That are prejudicial to good order, discipline, and moral.
 - (c) (U) That brings discredit to the Navy.

- (2) (U) Examples of prohibited tattoos, body art, and brands include those that:
 - (a) (U) Depict drug use.
 - (b) (U) Obscene or sexually explicit.
 - (c) (U) Symbolize discrimination, gang affiliation, and supremacist or extremist groups.

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(d) (U) Are visible through white uniform clothing.

7. (U) Summary and Review

RELATED INSTRUCTOR ACTIVITY

(d) (U) Question 10: What is an example of a prohibited tattoo? A: One that depicts drug use.

7. (U) Display Slide: Questions?