



Departmental Memorandum

Volume 24-6

To: Sworn Personnel

From: Lt. Conner, Metro – Traffic/Air Ops

Katherine Lester, Chief of Police

Jail Booking Uniform Change

8-7-2024

There has been an update to the uniform requirement for officers assigned to work jail booking. While in transit to and from the assignment, officers are required to wear a full uniform with duty belt and body armor. Once inside the jail, as allowed by the Uniform Manual (RM 430.01, Chapter 1, 3. b.), officers may now wear a modified uniform if they choose to do so.

The minimum required uniform for working jail booking is a tucked in uniform shirt with shoulder patches, a nameplate or embroidered nametag, badge, dress belt and appropriate footwear. Additionally, officers shall have a minimum of a police radio and handcuff key in their possession. Inside the jail, body armor, duty belt and other uniform equipment allowed in a correctional facility are now optional.

This uniform modification is also outlined in the ODISS job posting for the assignment.

William Conner, Lieutenant
Metro – Traffic/Air Ops

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