



CITY OF ATASCADERO POLICE DEPARTMENT

"Dedicated to Professional Service"



JEREL HALEY
Chief of Police

Atascadero Police Explorer Application Packet

The following packet of information has been put together for potential explorer applicants. The explorer program at the Atascadero Police Department is a great way for youth to become aware of basic police skills and learn valuable life lessons. We, here at the Atascadero Police Department, understand the importance of teaching the youth of our City and through the Police explorer program we are able to do that. The explorer post 48 has been in existence nearly as long as the police department in Atascadero and as a result we have trained many people to be police officers and productive citizens. The Atascadero Police Explorer Post 48 is run under the umbrella of the Boy Scouts of America.

Members of the Atascadero Police Explorer Post participate in a wide range of activities and events within the community. Explorer events include camping trips, routine practice of police scenarios, annual explorer completion and assistance with many City special events. Explorers who demonstrate competence in the program are able to conduct regular police ride-alongs with a variety of Officers.

The attached packet of information is the formal application and rules of conduct for our explorers. Our expectation for the explorers in our post is they are dedicated, motivated, teachable and respectful. The department's expectations for the explorer advisors is they work to teach and mold the youth into become confident and respectable young adults prior to leaving the post.

Should you have any question regarding our explorer post please doesn't hesitate to contact the Atascadero Police Department at POST48@atascadero.org

5505 EL CAMINO REAL • ATASCADERO, CA 93422

General Business: (805) 461-5051 Administrative Services: (805) 470-3200 Watch Commander: (805) 470-3280 Fax: (805) 461-3702
www.atascadero.org

POLICE EXPLORER APPLICATION

APPLICANT: _____

DATE: _____

ADDRESS: _____

BIRTH DATE: _____

HOME PHONE: _____

CELL: _____

HEIGHT: _____ WIEIGHT: _____ HAIR: _____ EYES: _____

DRIVER'S LICENSE NUMBER: _____ STATE: _____

SOCIAL SECURITY NUMBER: _____ EMAIL ADDRESS: _____

SCHOOL: _____ SCHOOL PHONE: _____

SCHOOL GRADE: _____ IF GRADUATED, YEAR GRADUATED: _____ GPA: _____

SCHOOL COUNSELOR OR ADMINISTRATOR NAME AND PHONE: _____

YES | **NO**

- HAVE YOU BEEN SUSPENDED FROM SCHOOL FOR ANY REASON IN THE PAST TWO YEARS? _____
- HAVE YOU EVER BEEN ARRESTED? _____
- HAVE YOU EVER BEEN EMPLOYED IN LAW ENFORCEMENT-RELATED WORK? _____
- HAVE YOU EVER APPLIED FOR THIS OR ANOTHER EXPLORER POST IN THE PAST? _____

If you answered "Yes" to any of the above questions please provide detailed explanation on a separate piece of paper. This information will be reviewed with you. If you are accepted to the POST this information will be destroyed upon you leaving the POST.

HOW DID YOU FIND OUT ABOUT THIS EXPLORER POST AND WHY DO YOU WANT TO APPLY? (Minimum 200 words)

REFERENCES: (one reference must be an adult from your school the second reference must be an adult non-family member)

NAME: _____

NAME: _____

HOME ADDRESS: _____

HOME ADDRESS: _____

PHONE: _____

PHONE: _____

EMAIL: _____

EMAIL: _____

EMERGENCY/PARENT CONTACT: (Please provide two)

NAME/RELATIONSHIP _____

NAME/RELATIONSHIP: _____

HOME ADDRESS: _____

HOME ADDRESS: _____

PHONE: _____

PHONE: _____

EMAIL: _____

EMAIL: _____

DO YOU HAVE A JOB? YES NO IF SO, WHERE AND HOW LONG? _____

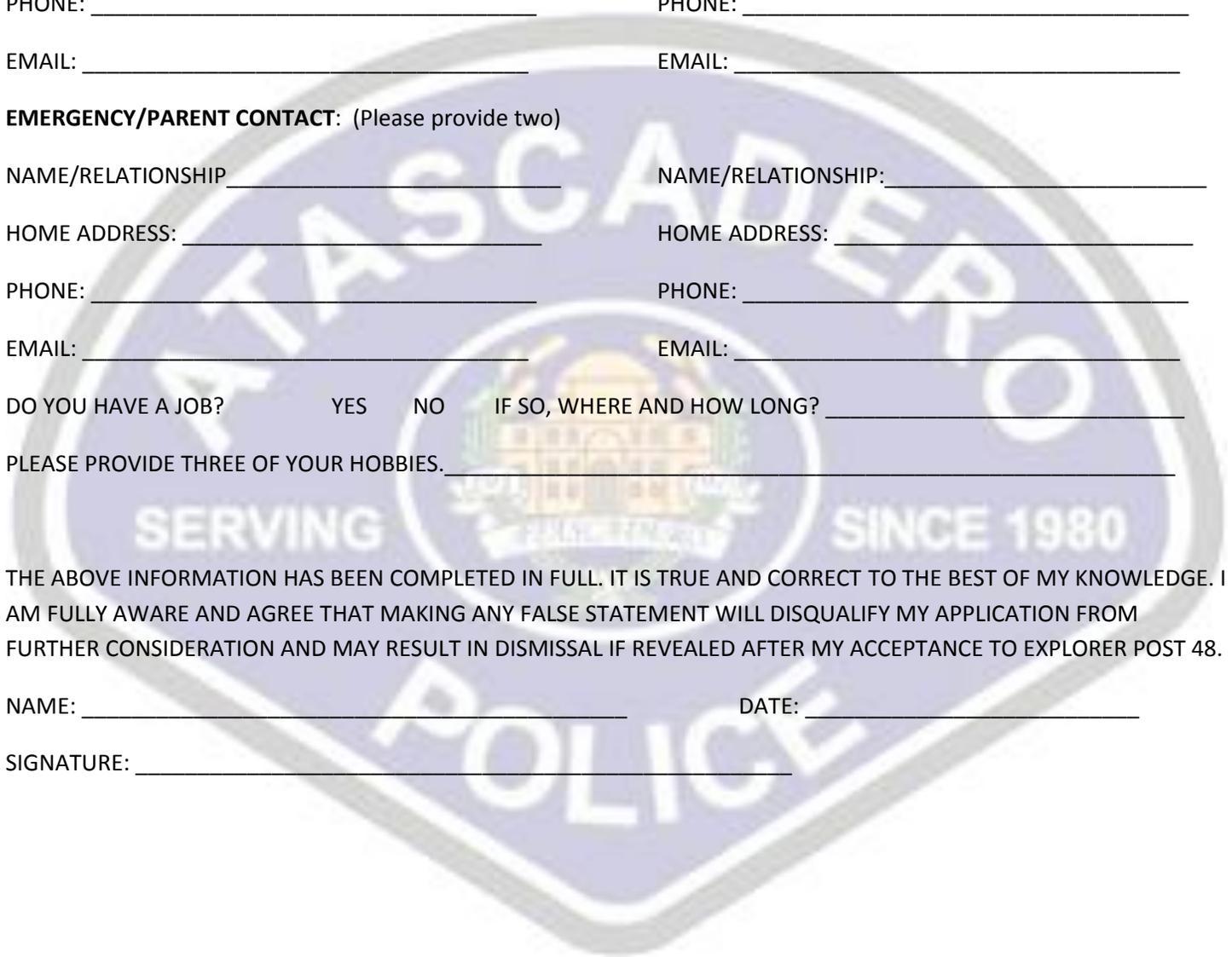
PLEASE PROVIDE THREE OF YOUR HOBBIES. _____

THE ABOVE INFORMATION HAS BEEN COMPLETED IN FULL. IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I AM FULLY AWARE AND AGREE THAT MAKING ANY FALSE STATEMENT WILL DISQUALIFY MY APPLICATION FROM FURTHER CONSIDERATION AND MAY RESULT IN DISMISSAL IF REVEALED AFTER MY ACCEPTANCE TO EXPLORER POST 48.

NAME: _____

DATE: _____

SIGNATURE: _____



ATASCADERO POLICE DEPARTMENT

EXPLORER POST 48

WAIVER OF DAMAGES AND HOLD HARMLESS AGREEMENT

IN CONJUNCTION WITH MY APPLICATION FOR APPOINTMENT TO THE ATASCADERO POLICE DEPARTMENT EXPLORER POST 48, I, THE UNDERSIGNED, DO HEREBY AGREE TO ACCEPT SUCH APPOINTMENT AT MY OWN RISK AND EXPENSE. I HERBY WAIVE ALL CLAIMS OR CAUSES OF ACTION AGAINST THE CITY OF ATASCADERO, HEREINAFTER CALLED "CITY," ITS OFFICERS, AGENTS, VOLUNTEERS, OR EMPLOYEES, WHICH I MAY HAVE FOR DAMAGE TO OR LOSS OF ANY AND ALL KINDS OF PROPERTY OR INJURIES TO A PERSON FROM MY CAUSE OR CAUSES ARISING DURING THE COURSE OF MY PARTICIPATION IN EXPLORER POST 48, EXCEPT AS MAY ARISE FROM THE SOLE AND WILLFUL ACTIVE NEGLIGENCE OF THE CITY, ITS OFFICERS, EMPLOYEES OR AGENTS WHEN I AM NOT IN ANY WAY AT FAULT OR HAVE NOT CONTRIBUTED IN ANY WAY TO CAUSING THE INJURY OR DAMAGE.

I FURTHER REPRESENT AND CONVENANT TO THE CITY, ITS OFFICERS, AGENTS, VOLUNTEERS AND EMPLOYEES THAT I WILL HOLD HARMLESS AND INDEMNITY SAID CITY, ITS OFFICERS, AGENTS, VOLUNTEERS, AND EMPLOYEES FROM ANY AND ALL CLAIMS, LIABILITIES, OBLIGATIONS, LOSSES, DAMAGES, EXPENSES AND COSTS, INCLUDING ATTORNEY'S FEES INCURRED BY CITY, ITS OFFICERS, AGENTS, VOLUNETTERS AND EMPLOYEES WHICH MAY ARISE OR RESULT FROM THE CLAIM OF ANY PERSON IN CONNECTION WITH MY PARTICIPATION IN THE EXPLORER POST 48: AND I SHALL AT MY SOLE COST AND EXPENSE, APPEAR IN AND DEFEND ANY LEGAL OR OTHER PROCEEDINGS INSTITUED BY ANY PERSON AGAISNT CITY, ITS OFFICERS, AGENTS, VOLUNTEERS, OR EMPLOYEES AS TO ALL CLAIMS, CAUSES OF ACTION, OR ANY PROCEEDING WHICH MAY ARISE OUT OF ANY AND ALL NEGLIGENT OR WILLFUL ACTS OF MINE WHILE PARTICIPATING IN THE EXPLORER POST 48, AND I WILL FORTHWITH PAY, DISCHARGE, AND SATISFY ANY FINAL JUDGEMENT RENDERED AGAISNT CITY, ITS OFFICERS, AGENTS, VOLUNTEERS, OR EMPLOYEES FOR ANY SUCH COSTS OR DAMGE (INCLUDING ATTORNEY'S FEES, IF ANY) ON SUCH PROCEEDINGS.

NAME OF APPLICANT: _____ DATE: _____

SIGNATURE OF APPLICANT: _____

PARENTAL PERMISSION FOR APPLICNTS UNDER 18 YEARS OF AGE

THE UNDERSIGNED, BEING THE PARENT OR GUARDIAN OF _____ HEREBY JOIN WITH HIM/HER IN GRANTING A RELEASE AND DISCHARGE TO THE CITY OF ATASCADERO ITS OFFICERS, AGENTS, VOLUNTEERS, AND EMPLOYEES AS SET OUT IN DETAIL ABOVE, AND FURTHER GIVE HIM/HER PERMISSION TO RIDE AS AN OBSERVER IN PATROL VEHICLES WITH THE ATASCADERO POLICE DEPARTMENT, AND IN DOING SO AGREE TO THE STIPULATIONS, TERMS AND PROVISIONS OF THE ABOVE AGREEMENT.

NAME OF PARENT/GUARDIAN: _____ DATE: _____

SIGNATURE OF PARENT/GUARDIAN: _____

I, _____, HAVE READ AND UNDERSTAND APD LEXIPOL POLICY 377 PERTAINING TO THE EXPLORER POST 48. FURTHERMORE, I UNDERSTAND THAT ANY VIOLATION OF THIS POLICY MAY RESULT IN DISCIPLINE UP TO AND INCLUDING DISMISSAL FROM THE POST. I ALSO UNDERSTAND THAT AS A MEMBER OF THE ATASCADERO POLICE EXPLORER UNIT I MUST AT ALL TIME UPHOLD THE VISIONS AND MISSIONS OF THE ATASCADERO POLICE DEPARTMENT. I WILL AT ALL TIMES FOLLOW THE LAW ENFORCEMENT CODE OF ETHICS. FAILURE TO FOLLOW THESE DIRECTIVES MAY RESULT IN MY DISMISSAL FROM THE POST.

NAME: _____ DATE: _____

SIGNATURE: _____

Law Enforcement Code of Ethics

As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation and the peaceful against violence or disorder; and to respect the constitutional rights of all to liberty, equality and justice.

I will keep my private life unsullied as an example to all and will behave in a manner that does not bring discredit to me or to my agency. I will maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed both in my personal and official life, I will be exemplary in obeying the law and the regulations of my department.

Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will never engage in acts of corruption or bribery, nor will I condone such acts by other police officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.

I know that I alone am responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence.

I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession . . . law enforcement.

Explorer Post 48 Program

377.1 PURPOSE AND SCOPE

It is the policy of the Atascadero Police Department to establish and provide an Explorer Post Program in conjunction with the Boy Scouts of America.

The Department's Explorer Post program was created to introduce young people to law enforcement as a career opportunity. The purpose of the Explorer Post is to:

- (a) Recruit qualified young people who have an interest in law enforcement.
- (b) Teach the policies and procedures of the Department and related law enforcement agencies.
- (c) Develop leadership qualities in members.
- (d) Provide positive reinforcement and role models for the members.
- (e) Improve relations between the police and young adults in the community.
- (f) Provide service to the Atascadero community and in specific situations to the regional community.
- (g) Assist the Department or other agencies when reasonable assistance is requested and approved.

377.1.1 REQUIREMENTS

- (a) Applicants for the Explorer Post program must complete a membership application and submit it to the Explorer Post Advisor.
 1. Each applicant will be scheduled for an interview with members of the Explorer Post and the Explorer Post Advisor. Applicants will be required to submit a current school transcript and undergo a criminal background check. The oral interview board will offer a recommendation to the Field Operations Division Commander for final review and decision on suitability for membership in the Explorer Post.
 2. All Explorers will be treated in the same manner as at-will volunteers, serving at the pleasure of the Department and/or City. Explorers may be terminated from the Post at any time by the Department and/or City, with or without cause. Explorers do not have any proprietary interest in the position.
 3. It is desirable that all Explorer Post members successfully complete the prescribed course of training at the Police Academy for Law Enforcement Explorers or equivalent training provided by the Department as soon as practical in order to continue participation in Explorer Post program functions.
- (b) Minimum Requirements for applicants:
 1. Fourteen (14) years of age and in the 9th grade; or 15 years through 20 years of age (regardless of grade).
 2. A 2.0 grade point average (C) on the last report card issued and maintenance of a 2.0 grade point average (C) for each school quarter. Members must submit a photocopy of their high school or college transcript to the Explorer Post Advisor within two (2) weeks of the date of issue.

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3. Normally must be a resident of Atascadero without prior exception granted by the Post Advisor with the approval of the Field Operations Division Commander.
4. Written permission from a parent or legal guardian to join the Explorer Post program, if less than 18 years of age.
5. Demonstrated willingness to serve and participate in Explorer Post activities and ability to perform the tasks of the position with or without reasonable accommodation.
6. No extensive criminal background.
7. Willingness to become a member of the Exploring Division, Boy Scouts of America.

377.1.2 DUTIES AND RESPONSIBILITIES

(a) Explorer Post Organization:

1. The Patrol Operations Division Commander shall administer the Explorer Post program.
2. The Explorer Post Supervisor oversees the entire Explorer Post function and operation. The Explorer Post Supervisor will report to the Chief of Police or his/her designee concerning the operations and activities of the Explorer Post. The Operations Division Commander or his/her designee shall appoint the Explorer Post Committee Chairperson. The Explorer Post Supervisor may be the Explorer Post Advisor.
3. The Explorer Post Supervisor is involved in overseeing the operations of the Explorer Post.
4. The Explorer Post Advisors coordinate operations between the Explorer Post, the Explorer Post Supervisor, and the Department and are responsible for Explorer Post operation at the operational level. The Explorer Post Advisors or their designee shall supervise explorer post meetings, maintain member personnel files, participate in and supervise authorized field trips, complete and submit required activity reports, perform duties relative to the conduct of the Explorer Post Academy, secure and maintain Boy Scouts of America supplemental accident insurance and any other documentation required by the Boy Scouts of America on all Explorer Post members, and perform such other tasks for the success of the Explorer Post program as reasonably determined by the Patrol Operations Division Commander.
5. The Explorer Post Lieutenant Is responsible for presiding over the Explorer Post meetings and activities, with the assistance of the Explorer Post Advisor or Associate Explorer Post Advisor, and providing assistance to the Explorer Post Advisor or Associate Explorer Post Advisor in the performance of their Explorer Post duties.
6. The Explorer Post Sergeant assists the Explorer Post Lieutenant in Explorer Post activities.

377.1.3 EXPLORER POST MEETINGS AND ATTENDANCE

Explorer Post meetings shall be held as needed to effectively coordinate Explorer Post activities. The Explorer Post Lieutenant shall, with the assistance of the Explorer Post Sergeant, preside over the Explorer Post meetings. All Explorer Post meetings will be attended by the Explorer Post Advisor and/or Associate Explorer Post Advisor(s).

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Explorer Post attendance is mandatory at all scheduled meetings and details. A valid excuse to miss a mandatory meeting will be determined by the Explorer Post Advisor or Associate Explorer Post Advisor. Three unexcused absences from Explorer Post meetings may be cause for a one-month suspension from the Explorer Post. Four consecutive unexcused absences from Explorer Post meetings may be cause for demotion to the next lower rank or termination from the Explorer Post program. Six unexcused absences may be cause for termination from the Explorer Post program.

377.1.4 REGULATIONS AND PROCEDURES

Explorer Post members are not sworn law enforcement personnel and while acting as Explorers shall not engage in any law enforcement duties or responses restricted to sworn Police Officers. The primary concern of the Department and the Explorer Post Advisor is the safety and security of the Explorer Post members. Explorers shall not be exposed to any reasonably foreseeable or unnecessary risks to their safety. When providing assistance to the Department or any other law enforcement agency, Explorers should function as the "eyes and ears" for sworn Police Officers. By virtue of their participation in the Explorer Post program, Explorers are not vested with any additional powers of arrest other than those afforded any citizen. Explorers will not be deployed at any event or function, other than patrol "ride-alongs" without specific approval from the Chief of Police or his/her designee and without the Explorer Post Advisor and/or Associate Advisor.

The duties and responsibilities of Explorers include, but are not limited to:

- (a) Learning law enforcement agency policies and procedures through methods including, but not limited to, lectures, in-house training sessions, demonstrations, guest speakers, field trips, and video presentations.
- (b) Conducting tours of the Department facility for students and members of the community at the direction of the Explorer Post Advisor or Associate Advisor.
- (c) Providing crowd and/or traffic control at public events under the specific direction of the Explorer Post Advisor or Associate Advisor and/or their designees.
- (d) Participating in the Department's "ride-along" program.
- (e) Meeting the minimum requirements of the program.
- (f) Social and recreational activities include recreational field trips, lake trips, paintball training, Explorer Post BBQ and picnics.

377.1.5 GENERAL BEHAVIOR

An Explorer Post member shall not act or behave either privately or officially in such a manner as to bring discredit upon him/her or the Department. Members shall not willfully violate any federal, state, or local statute.

No Explorer Post member will engage in a social activity with Department personnel while involved in the Explorer Post Program, without the prior knowledge and consent of the Chief of Police.

No member of the Department may engage in any social activities with any member of the Explorer Post Program, regardless of the age of the participant.

The only exceptions to the provision is where Explorer Post adult leadership is present at a Department or Explorer Post social function or, where a member of the Explorer Post Program is related by blood or marriage to a member of the Department (e.g., son, stepson, daughter, stepdaughter, etc.) or is a family friend.

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Explorer Post Member On-Duty Rules

- (a) Explorer Post members shall maintain their uniform in accordance with Department uniform standards.
- (b) Explorer Post members shall at all times practice proper personal grooming habits.
- (c) Explorer Post members shall not be absent from an assignment without proper leave or permission from the Explorer Post Advisor or Associate Explorer Post Advisor.
- (d) Explorer Post members shall not communicate with in-custody prisoners.
- (e) Explorer Post members shall not enter the detention facility or evidence area of the station unless ordered to do so by the Explorer Post Advisor or station supervisor.
- (f) Explorer Post members shall not use or access station files, including computer files, unless so directed by proper personnel.
- (g) Explorer Post members shall not divulge to non-Department personnel any information obtained as a result of Department activity.
- (h) Explorer Post members shall not engage in activities associated with politically affiliated organizations while in uniform.
- (i) Explorer Post members shall not offer for sale or solicit the purchase of any commercially manufactured items not approved by the Department. This provision is not intended to exclude Department-approved fund raising activities.
- (j) Explorer Post members shall not recommend or suggest the name of any person, firm, or corporation to act as attorney, counsel, or bondsman.
- (k) Explorer Post members shall not sleep on duty.
- (l) Explorer Post members shall not smoke or carry tobacco products or use smokeless tobacco products while in public places or while in uniform.
- (m) Explorer Post members shall not use disrespectful, profane, or threatening language in dealing with others.
- (n) Explorer Post members shall not speak in a derogatory manner of the heritage or belief of any person.
- (o) Explorer Post members shall not be disorderly or intoxicated at any time. Explorer Post members may never possess or consume any alcoholic beverage at any activity sponsored by the Department.
- (p) Explorer Post members shall not impersonate a peace officer or imply through appearance, action, or word that he/she has any law enforcement authority beyond that of a private person.

377.1.6 DISCIPLINE

The principal responsibility for administering discipline within the Explorer Post program rests with the Explorer Post Supervisor. Minor infractions or misconduct shall be investigated and adjudicated by the Explorer Post Advisor and approved by the Operations Division Commander.

- (a) Violations:
 - Commission of any criminal offense, whether or not arrested and whether or not in uniform.
 - Neglect of duty, including participation in the minimum program requirements.
 - Insubordination

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- Misconduct that may tend to reflect unfavorably upon the Department or the Explorer Post, regardless of whether or not the Explorer is in uniform.
 - Violation of Department policy or regulations
 - Failure to maintain a 2.0 grade point average (C) while a member of the Explorer Post
 - Association with identified gang members
 - Displaying or demonstrating gang affiliation
 - Disruptive or inappropriate behavior in school or at a school function
 - Disruptive or inappropriate behavior at an event at which the Explorers are participating as Department representatives
- (b) Disciplinary action:
- Oral reprimand
 - Written reprimand
 - Loss of rank
 - Suspension for a definite period not exceeding six months with or without a reprimand
 - Probationary period during which the occurrence of any further violations of any kind may result in dismissal
 - Dismissal from the Explorer Post
- (c) Dismissal:
- As noted above, all Explorer Post members are considered at-will volunteers, serving at the pleasure of the Department and/or City and without propriety interest in the position. As such, the Department and/or City may terminate an Explorer's service without having to reference any specific failure or alleged misconduct.
 - The Explorer Post Advisor recommends termination from the Explorer Post program with concurrence by the Explorer Post Supervisor and/or the Operations Division Commander.

377.1.7 INJURIES

Explorer Post members who are injured while engaged in Explorer Post functions are not covered under the City of Atascadero Workers Compensation policies.

Explorer Post members who are injured while engaged in Explorer Post functions are covered in accordance with the Boy Scouts of America insurance policies.

377.1.8 DEPARTMENTAL REQUIREMENTS

Explorer Post members may be issued an Explorer Post identification card. The Explorer Post identification card should be in the same format as the identification card for sworn or civilian Department personnel, should include a photograph of the Explorer Post member, and should include the following or similar language: "The bearer identified by this document is a non-sworn member of Explorer Post 48 of the Atascadero Police Department. Misuse of this identification card may constitute a violation of the California Penal Code and the bearer may be subject to criminal prosecution. The bearer of this identification card may not carry a firearm and does not have any power of arrest not afforded to any other citizen under the California Penal Code." Misuse of the identification

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card may subject the Explorer Post member to disciplinary action up to and including termination from the Explorer Post program. A law enforcement agency may confiscate the identification card and return it to the Department with an explanation of the circumstances surrounding its confiscation.

377.1.9 AWARDS AND COMMENDATIONS

Members of the Explorer Post program sometimes perform in a manner exceeding the highest standards of the program and the Department. The official commendation of such performance and the arrangement of appropriate publicity are to be provided by the Department to give full public recognition to those who have brought honor to themselves and the Explorer Post program. All official commendations shall become part of the Explorer Post member's personnel package. Any commendations from outside sources shall also be placed in the personnel package.

377.1.10 EXPLORER POST FINANCES

Financial support for the Department's Explorer Post may be gained from sources including, but not limited to, Post fundraising events, donations from private individuals or organizations, or funds provided by the City. Normal accounting procedures employed by the City should be applied to the Explorer Post funds.

The Explorer Post Advisor should submit written requests for Explorer Post fund expenditures to the Chief of Police or his/her designee for review and approval. The Chief of Police or his/her designee shall forward approved Explorer Post expenditures through the normal City accounting procedures.

377.2 UNIFORM

Explorer Post members shall possess, at all times, a serviceable uniform and the personal equipment necessary to perform uniform field duty. All uniforms and equipment shall be maintained in clean, serviceable condition and shall be ready at all times for immediate use. When the wearing of the uniform is impractical because of working conditions, the Explorer Post Advisor or Associate Explorer Post Advisor may grant an exemption.

Uniforms are only to be worn while on duty or at an official Department function or event. If the uniform is worn while in transit, an outer garment shall be worn over the uniform shirt so as not to bring attention to the explorer while he/she is off duty.

377.3 EXPLORER BADGE

The Atascadero Police Department Explorer badges are property of the Department and are for official use only.

Explorer Post Advisors may assign Explorers a badge number. Explorer badges shall be store in the dispatch center of the Atascadero Police Department. When needed, Explorers are to check the badges out and return them when finished. Badges shall not be taken home or be used without the authorization of a Post Advisors.

377.4 EXPLORER UNIFORM SPECIFICATIONS

377.4.1 CLASS A EXPLORER UNIFORM

This is the standard uniform for members of the Explorer Post 48 and Police Cadets. It is the basis for all other classes of uniforms. Explorer Post 48 members and Police Cadets

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will wear the Class A uniform in all instances where another classification of uniform is not specifically authorized or designated.

- (a) **Shirt:** Department issued light blue, long sleeve shirt with black tie. The shirt shall be of high quality design and manufacture equal to Flying Cross Style #45W6625. The shirt worn by Police Explorers shall have Department issued Explorer patches on both shoulders. The shirt worn by Police Cadets shall have Department issued police patches on both shoulders. The top edge of the shoulder patch shall be centered 1/2 inch below the shoulder seam.
- (b) **Trousers:** Department issued navy blue uniform pants with no sap pockets. The pants shall be of high quality design and manufacture equal to Flying Cross Style #32221.
- (c) **Belt:** The belt shall be black basket weave leather, 1 1/2 inch wide and have a silver uniform buckle. Explorers may wear a Sam Browne type belt and carry handcuffs with the approval of an Explorer Post Advisor. The Sam Browne may also include a key holder, small flashlight and keepers. No additional equipment may be worn without authorization from the Post Advisor.
- (d) **Necktie:** A black uniform tie, consistent with those worn by sworn officers. A silver tie bar shall be attached to the tie and worn in a level horizontal position across the tie. The bottom of the tie bar shall be parallel to the bottom of the left breast pocket flap.
- (e) **Nameplates:** Nameplates are to be the same type worn by sworn Department personnel and shall be worn with the Class "A" and Class "B" uniforms. The plate is to be centered above the right breast pocket flap with the lower edge of the nameplate touching but not overlapping the top of the right breast pocket flap.
- (f) **Shoes:** Black oxford style with black or navy blue socks. With the approval of an Explorer Post Advisor, black jump or combat style plain toe boots without steel toe inserts may be worn instead of oxford style shoes. The boots may include a side zipper so long as the boot appears to be fastened in the normal manner.

377.4.2 CLASS A MODIFIED EXPLORER UNIFORM

For field duties or with the authorization of a Post Advisor, the Class A uniform may be modified to include to following.

- (a) Removal of the uniform tie and the addition of a white T-shirt worn under the uniform shirt, visible at the open neckline of the long sleeve shirt. A black or navy blue "dickie" or black or navy blue turtleneck shirt may be permitted in cold weather conditions. The letters "APD" in 1/2 inch white letters on the left front side of the "dickie" or turtleneck are optional.

377.4.3 CLASS B EXPLORER UNIFORM

Explorer Post members may wear the Class "B" uniform for field duties unless another type or class of uniform is required by an Explorer Post Advisor.

This uniform class is identical to the requirements of the Class "A" uniform except

- (a) The Department issued short sleeve shirt with an open collar is to be worn instead of the long sleeve uniform shirt. The shirt shall be equal to Flying Cross Style #95R6625.
- (b) A clean white crew neck T-shirt shall be worn under the uniform shirt and shall be clearly visible at the open neckline of the uniform shirt. The T-shirt sleeves shall not extend below the end of the short sleeve shirt.

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- (c) Instead of oxford style shoes, black jump or combat style plain toe boots without steel toe inserts may be worn. The boots may include a side zipper so long as the boot appears to be fastened in the normal manner.

377.4.4 CLASS C EXPLORER UNIFORM

The Class "C" uniform may be worn when authorized by a Post Advisor. This uniform is designed to be worn during training, competitions or special events.

The Class "C" uniform consists of

- (a) Shirt: Department issued blue pullover open neck shirt, e.g. polo or T-shirt, with the Department Explorer Post logo and/or silkscreen badge on the left chest.
- (b) Trousers: Black BDU pants.
- (c) Shoes: Black jump or combat boots

377.5 UNIFORM ACCESSORIES

The following uniform accessories are approved for use by Explorers with the approval of a Post Advisor

- (a) Jacket: The issued or Department approved jacket.
- (b) Rain Wear: Explorer Post members may wear yellow rain gear with the basic uniform jacket.
- (c) Headwear: A knit cap or "beanie" may be worn during cold weather. The knit cap or "beanie" must comply with all the restrictions outlined elsewhere in this policy. An approved baseball cap or other headgear may be authorized for use by the Explorer Post Advisor with approval from the Chief of Police.
- (d) In addition to the basic uniform, Explorer Post members shall carry the following equipment
 - Memorandum book
 - Pencil
 - Whistle
 - Key holder and ring
 - Flashlight and holder-necessary during hours of darkness

377.6 PERSONAL APPEARANCE AND GROOMING STANDARDS

Personal appearance and grooming standards for Explorer Post members must comply with the standards established and described in this policy for sworn male and female uniform Department personnel.