



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Office of the Secretary

July 5, 2007

Assistant Secretary for Health
Office of Public Health and Science
Washington D.C. 20201

TO: Assistant Secretary for Health

FROM: Director, Office of Commissioned Corps Force Management (OCCFM)

SUBJECT: Revisions of Uniform, Personal Appearance and Grooming Standards.

ISSUE

A Working Integrated Project Team (WIPT) was formed in order to address numerous issues regarding the proper wear of the uniform of the Commissioned Corps of the U.S. Public Health Service (Corps), future uniform options to the Corps uniform based on Navy supply and available uniform options, along with phase-in/out of new and previous uniforms. The charge to the WIPT was to align current Corps regulations to match as closely as possible to the uniform, personal appearance and grooming standards of the U.S. Navy (Navy). The WIPT was also charged with recommending appropriate transition periods for implementing the new policies. With your approval of the new policy concepts contained in the attachment, the Office of the Surgeon General and Office of Commissioned Corps Operations, will develop a transition plan for implementing the new policies.

DISCUSSION

Item 1. Daily Uniform Wear

On 15 July 1993, Commissioned Corps Issuance System (CCIS) CC26.3.2, Directive to Wear the Public Health Service Uniform, was enacted. In section C, the expected minimum wear of the Corps uniform was for no less than one workday per week. This instruction was for all Corps officers on extended active duty, except for officers in the Junior and Senior Commissioned Officer Student Training and Extern Program (JR/SRCOSTEP), assigned to Department of Defense (DOD) positions, assigned to Coast Guard (USCG) positions, assigned to a non-Federal agency or a program specific need.

Since this policy was first incorporated, the Corps has become a more vital link in the public health and welfare of this Nation. Other members of the other uniformed services wear their respective uniforms whenever they are on duty, with limited exceptions such as undercover investigative agents, military attaches to foreign countries or other mission specific exclusions. The Corps should be no different in the consistent wear of the uniform. This daily wear establishes an esprit de corps, provides the Corps with a recognizable identity and solidifies our service as truly a uniformed service. This should be considered a condition of service.

Option 1. It is the unanimous recommendation of the WIPT that the policy be revised to order the daily wear of a prescribed Corps uniform while on extended active duty for all officers, except for officers detailed to DOD and USCG whom may at the will of the Department, allow for wear of that service's distinctive uniform; for officers enrolled as a JR/SRCOSTEP; or for local or programmatic exceptions which require application for a uniform waiver through the Director of the Office of Commissioned Corps Operations (OCCO).

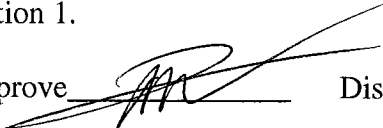
Option 2. Keep CCIS CC26.3.2 as written, requiring no less than one workday per week, with current exceptions as noted in the policy.

Recommendation


OCCFM and the Oversight Integrated Project Team (OIPT) recommend approval of Option 1.

Office of the Surgeon General (OSG) supports Option 1, with limited waivers for local or programmatic issues.

Option 1.

Approve  Disapprove _____ Date 07/16/07

Option 2.

Approve _____ Disapprove  Date 07/16/07

Item 2. Phase-in/out of current Corps uniform options.

In February 2003, the Navy formed the Task Force Uniform Board (TFUB) which was tasked with establishing a uniform suitable for all ranks of Sailor from E-1 through O-10. The concept behind this uniform was to alleviate the numerous uniform options in the current Navy sea-bag, and establish a uniform that would meet all of the current uniform requirements of various uniforms for both sea and land based duty. The TFUB, after several years of input and testing, came up with a new uniform called the Navy Working Uniform (NWU).

The NWU will replace several Navy working uniform items, such as utilities, working khaki, coveralls, woodland green, aviation green, winter working blue, and tropical working uniforms. The NWU concept is designed to be a working uniform, not a tactical uniform. When Sailors are working in tactical environments, such as the desert, or in the field, they will still be outfitted with the appropriate tactical uniforms. Part of the working uniform will include a Gore-Tex parka as well as a turtleneck sweater to protect against adverse weather conditions. More than 40,000 Sailors who took part in the fleet-wide survey told TFUB that the current working uniforms are not practical for the Navy working environment, are too costly and difficult to maintain, and do not reflect a professional military appearance. The majority of those surveyed said they preferred a Battle Dress Uniform (BDU)-style uniform.

The NWU is a digitized blue, grey, black and blue BDU which incorporates current BDU wear regulations. Current Navy uniform regulations are being rewritten to incorporate all changes in the wear and appearance of this uniform. The initial phase-in of the NWU is slated to start late fall 2007, with complete phase-in to all commands and to Basic Training Commands by winter 2009 or spring 2010.

Option 1. It is the recommendation of the WIPT to adopt the official uniform policy and regulations in regards to wear and appearance of the NWU. After the complete phase-in by TFUB, the WIPT recommends an 18 month phase-in or a date to be determined by the OSG, of the NWU, with the phase-out of the Corps' working khaki, winter working blue, and tropical working uniforms to match the same time line. It is the understanding of this WIPT that Navy needs may alter or change phase-in/out and the policy revision should be flexible to reflect that need to change as well.


Option 2. Keep current working uniform options and create a memorandum of understanding or agreement with the Defense Supply Center (DSC) for continued creation and distribution of the working khaki, winter working blue, and tropical working uniforms. This option would be very costly to Corps officers for the DSC to maintain specific working uniforms for a small number of customers versus customers from Navy,

Commissioned Corps of the National Oceanic and Atmospheric Administration (NOAA) and the Corps.

Recommendation

OCCFM and the OIPT recommend approval of Option 1.
OSG supports Option 1.

Option 1.

Approve  Disapprove _____ Date 07/16/07

Option 2.

Approve _____ Disapprove  Date 07/16/07

Item 3. Alignment of current Corps uniform regulations with regulations of the Navy.

Current Corps policy has a few uniform components that come from several different uniformed services and are incorporated into Corps use. Such items such as the Army pull-over sweater and the olive drab Marine Corps “Wooly-pulley” sweater cause confusion among officers on what and how to wear the uniform correctly. Also, within current Corps policy, various standards are used for placement of insignia on uniforms and covers (garrison caps).

Another Corps uniform policy that does not align with the sea services is the rolling or folding of the BDU sleeves, to create a short sleeve option for wear. Current sea service policies have the inside of the sleeve rolled or folded showing outward when properly done. Corps policy has the outside of the material facing outward. This is consistent with the policy of the Air Force Airmen and with Army Soldiers who still wear the BDUs; not the Army Combat Uniform, in which sleeve rolling is not permitted due to the placement of pockets and Velcro on the sleeves.

Option 1. It is the recommendation of the WIPT to align current Corps policy with that of the Navy to permit only the wear of the Navy pull-over sweater or cardigan and to use the measurements of placements of the rank insignia, Corps devices, ribbons, nametags and other uniform items to that of the Navy. This option will create less confusion among officers who purchase items from the Navy Exchange. It creates a “one-stop-shopping” for all uniform items. This policy will be rewritten to match all uniforms identical to both the Navy and the Corps to one standard, that of the Navy.

A phase-out plan of current wear of the Army pull-over sweater or Marine Corps “Wooly-pulley” sweater would be recommended as 12 months after the implementation of the policy revision, with a final phase-out date of 18 months after implementation of policy.

A phase-in plan for authorization to wear the Navy pull-over sweater would begin immediately upon the implementation of the uniform policy revision.

Allow rolling of the BDU sleeves to match the other sea services by having the inside of the BDU material show when the sleeve is folded properly.

This option would also allow for the wear of Nomex® Flight Suits and Nomex® Jackets for officers in Aviation Medical billets, as is current regulation with other uniformed services.

This option would also allow for wear of the N2-B or N3-B sage green Extreme Cold Weather Parka for officers assigned in extreme cold weather duty stations. This optional clothing item will only be for officers in billets which require extended periods of

outdoor activities or performance of official duties in harsh weather conditions. Routine wear by officers not in outdoor activity specific billets (i.e., walking from parking garage to office setting) will not be authorized to wear either the N2-B or the N3-B, but will continue to wear current outer wear uniform items already authorized.

This option would also allow the Corps to adopt future Navy uniform variations or creations (e.g., Service Dress Khaki or APFT uniform)

Option 2. Keep current uniform optional items as is with current policy. Allow continued wear of Army pull-over sweater and Marine Corps "Wooly-pully" sweater as is current policy. This option presents confusion to officers who may inadvertently purchase the wrong item and does not present uniformity with the Navy.

Continued wear of the rolled BDU sleeve with the outside of the material showing when folded properly.

Recommendation

OCCFM and the OIPT recommend approval of Option 1.
OSG supports Option 1.

Option 1.

Approve Disapprove Date 07/16/07

Option 2.

Approve Disapprove Date 07/16/07

Item 4. Uniform Allowance

Title 37 United States Code (USC) 415(c) authorizes a one time uniform allowance for Corps officers of \$250. In the same title, 37 USC 415(a) authorizes members of the Armed Forces to receive a one time uniform allowance of \$400. The Armed Forces are also authorized, under 37 USC 416, an additional \$200 for specific criteria, as specified in 10 USC 2106 and 2107.

In 1952, when this was passed, the Corps and NOAA, were excluded from this allowance. Also, at the same time, daily wear of the uniform by Corps officers was not mandatory, therefore questions arose from how much of a uniform allowance to provide.


Option 1. The WIPT unanimously agreed to recommend increasing the amount of the uniform allowance to match that of the Armed Forces. This option would require the Corps to follow the uniform wear specifications of the other services of daily wear while on duty. Also, this change to the USC would require concurrence from the Assistant Secretary of Legislation and perhaps Office of Management and Budget to allow for the packet to be presented.

Option 2. Keep the current uniform allowance of \$250 for a one time authorization. This option is beginning to become cost prohibitive to new and junior officers in meeting the uniform requirements of a daily wear service uniform, a complete Service Dress Blue uniform and all necessary rank, insignia and devices. The costs of the uniforms continue to rise, but the allowance stays the same.

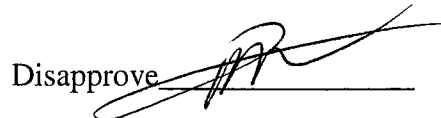
Recommendation

OCCFM and the OIPT recommend approval of Option 1.
OSG supports Option 1.

Option 1.

Approve  Disapprove _____ Date 07/16/07

Option 2.

Approve _____ Disapprove  Date 07/16/07

Item 5. Wear of Ribbons and Medals (PHS and non-PHS)

Current CCIS CC26.3.3, Wearing of Medals and Ribbons, dated 15 July 1993, Manual Circular (MC) 372, dated 21 April 2003, and CC27.9.1, Authorization to Wear Non-PHS Awards, dated 24 August 1992, establishes an order of precedence for wearing of medals and ribbons from both PHS and non-PHS entities.

The policy does not permit the wear of many ribbons and medals awarded to members of other uniformed services since the beginning of the Global War on Terror on 11 September 2001 and for other humanitarian missions surrounding the 2005 hurricane season.

Corps officers are a blend of many prior service members and sole service members of the Corps. Officers who transfer or seek a commission in the Corps after serving with another uniformed service bring a wealth of knowledge, experience and skills to the enhancement of the Corps. By looking at an officer's ribbon rack, immediate recognition is afforded for prior individual honor, unit cohesiveness, service, and training in other services or within the Corps.

Option 1. It is the proposal of the WIPT to allow for wear and display of all ribbons and medals earned by an officer in the Corps, in another uniformed service, and in another Federal agency or department.

This proposal would continue to disallow for State specific ribbons and medals earned in the National Guard, ribbons and medals from State militias, Civil Air Patrol, USCG Auxiliary, Reserve Officer Training Corps (ROTC) and Junior ROTC (JROTC). This is consistent with all other uniformed services on restricting wear of these awards on active duty uniforms.

Along with this option, a formalized order of precedence will be established for placement of ribbons and medals. The order of precedence will follow guidance set forth by the Institute of Heraldry in stating that Corps awards of equal weight and honor will take precedence over other uniformed service awards; other awards of lesser weight or honor will follow the sea service order of precedence: Navy, Marine Corps, Coast Guard, NOAA, Army and Air Force.

Under current Corps policy, service awards and awards from other agencies or departments are placed on the ribbon rack in the order of chronological receipt. This does not match other uniformed services, and does not create uniformity within our own service. This proposal would also include formalizing a complete order of precedence to be uniform with all other officers in the Corps.

Finally, this option would place the association ribbons and medals of the Commissioned Officers Association, Association of Military Surgeons of the United States, Reserve Officers Association and the Society of American Military Engineers, at the end of the ribbon rack behind Foreign Service awards. In the other uniformed services, wear of these ribbons are not authorized except for when actually attending a meeting or conference. Foreign Service awards (i.e., Kuwait Liberation Medal from both Saudi Arabia and Kuwait or Republic of Vietnam Campaign Medal) are recognized uniformed service awards and therefore have more weight than association ribbons that have no weight.

Option 2. Keep current policy CCIS CC26.3.3, Wearing of Medals and Ribbons, dated 15 July 1993, MC 372, dated 21 April 2003, and CC27.9.1, Authorization to Wear Non-PHS Awards, dated 24 August 1992 as written.

Authorize new uniformed services ribbons and medals to be included in order of precedence of uniformed service awarding the ribbon or medal.

Option 3. A minority option was proposed by a WIPT member of aligning ribbon and medal wear to the policies of the Navy, and authorizing only those that are allowed for wear on the Navy uniform. This would alleviate some currently authorized ribbons from wear on the Corps uniform.

Recommendation

OCCFM and the OIPT recommend approval of Option 1.
OSG supports Option 1.

Option 1. *- modify to have association ribbons handled exactly the same way as they are in the Navy*
Approve *AA* Disapprove _____ Date 07/16/07 *AA*

Option 2.
Approve _____ Disapprove *AA* Date 07/16/07

Option 3.
Approve _____ Disapprove *AA* Date 07/16/07

Item 6. Badges (Skill, Qualification, Identification)

Current CCIS CC26.3.6, Insignia and Devices, dated 15 July 1993, CC26.3.3, Wearing of Medals and Ribbons, dated 15 July 1993, MC 372, dated 21 April 2003, and CC27.9.1, Authorization to Wear Non-PHS Awards, dated 24 August 1992, deal with the authorization to wear badges from the Corps and other uniformed services.

As stated in Item 5, Corps officers from other services and within the Corps bring a wealth of knowledge and skills to the Corps. The skills earned as a uniformed service member are unmatched by any other profession.

Option 1: It is the proposal of this WIPT to include authorization for wear of any skill, qualification or identification badge earned in another uniformed service or in the Corps.

Exceptions to wear on the PHS uniform will be enlisted badges that are not permitted for wear on that specific uniformed service officer's uniform (e.g., Army marksmanship badges, Army truck driver badge). Also, Special Forces tabs (e.g., Ranger, Airborne) will not be authorized to be worn on the pocket flap or anywhere on the Corps uniform.

Corps officers will be permitted to wear a maximum of two breast badges (e.g., Department of Health and Human (HHS) Services ID Badge, Recruiter Badge, Officer in Charge Badge) and two skill or qualification badges (e.g., Field Medical Readiness Badge (FMRB), Flight Nurse, Parachutist). Revisions to the current policy will allow male officers to wear the Recruiter/Associate Recruiter Badge along with another breast badge. Male officers will wear the badge on the pockets or under the name tag and ribbons, and females will continue to wear the badges above the ribbons and name tag.

The revision of this policy will also include review of other uniformed services regulations on wear of foreign skill badges (e.g., Canadian Jump Wings, German Armed Forces Efficiency Badge) and incorporate to coincide with other service policies. There is no current rationale on how or why a foreign skill badge is authorized on the PHS uniform.

Option 2. Continuation of CCIS CC26.3.6, Insignia and Devices, CC26.3.3, dated 15 July 1993, Wearing of Medals and Ribbons, dated 15 July 1993, MC 372, dated 21 April 2003, and CC27.9.1, Authorization to Wear Non-PHS Awards, dated 24 Aug 1992.

This will not permit most skill or identification badges earned in other services. Male officers will not be permitted to wear two breast badges at the same time.

Item 7. Badges (1st Proposal for New Badge)

Separate from Item 6, the WIPT discussed the creation of a new skill badge, based on current needs of Corps officers detailed to the Division of Immigration Health Services (DIHS), and the U.S. Marshals Service (USMS).

In CCIS CC26.3.7, dated 20 July 2005, the authorization to wear Flight Surgeon and Flight Nurse Insignia is authorized. Current officers detailed to DIHS and the USMS are sent to the U.S. Air Force School of Aerospace Medicine Course and upon graduation are awarded either Flight Surgeon or Flight Nurse Wings of the U.S. Air Force. Of the current uniformed services that have aerospace medicine providers, the Corps is the only service without a distinctive set of flight wings.

Option 1. The WIPT unanimously agrees with establishment of the PHS Aviation Medicine Flight Wings. The current design used by officers assigned to DIHS is a gold flight wing, with the PHS anchor and caduceus encircled by a blue ring which has embossed “IMMIGRATION HEALTH-AVIATION MEDICINE”.

The new proposal would incorporate the basic design of this wing, to make it universal for any Corps officer who completes the U.S. Air Force School of Aerospace Medicine Course, to change the inscription inside the blue ring to read: “USPHS-AVIATION MEDICINE”. The generic inscription would allow for change of name of programs or divisions without having to recreate or recast a new flight wing.

Criteria for wear and award will be based upon current DIHS and USMS specifications.


These flight wings would be for permanent wear after 1 year of service in a flight specific billet.

Option 2: Keep current policy of authorizing only the U.S. Air Force Flight Surgeon or Flight Nurse Wings to be authorized for wear for graduates of the U.S. Air Force School of Aerospace Medicine Course and wear of DIHS/USMS Flight Wings only while detailed to that specific billet or locations.


Recommendation

OCCFM and the OIPT recommend approval of Option 1.
OSG supports Option 2.

Option 1.

Approve _____ Disapprove  Date 07/16/02

Option 2.

Approve  Disapprove _____ Date 07/16/02

Item 8. Badges (2nd Proposal for New Badge or Modification of Current Insignia)

Separate from Items 6 and 7, the WIPT discussed the creation of a new identification badge; a category specific identifier.

The other uniformed services have unique badges or insignia that establish immediate recognition of their medical background and eliminate confusion regarding the officer's category. For example: In the Navy, a gold oak leaf with a single silver acorn indicates a medical officer; a gold oak leaf with no acorns indicates a nurse; a gold leaf with two silver acorns indicates a dentist. In the Air Force, medical officers wear a silver shield with a caduceus; nurses wear a silver shield with the nursing lamp of knowledge and a caduceus; and dentists wear a silver shield with a caduceus with a "D". Similarly, in the Army, medical officers wear a gold winged caduceus; nurses wear a gold winged caduceus with an "N"; and dentists wear a gold winged caduceus with a "D".

The creation of a new badge or modification of a current insignia would allow for immediate recognition both in general recognition and in emergent/disaster settings to quickly identify a specific officer.


Option 1: The OIPT has recommended that instead of a category specific identification badge on the service uniforms, to create a category specific patch for wear on the BDUs.

Option 2: It is the unanimous recommendation of this WIPT to create a category specific identification badge or allow modification of current insignia to allow for immediate recognition of an officer's professional category.


Recommendation

OCCFM and the OIPT recommend approval of Option 1.
OSG does not support either option pending a more detailed proposal.

Option 1.

Approve _____ Disapprove  Date 07/16/07

Option 2.

Approve _____ Disapprove  Date 07/16/07

Item 9. Badges (Uniformity)

Current CCIS CC26.3.6, Insignia and Devices, dated 30 November 1990, CC26.3.3, Wearing of Medals and Ribbons, dated 15 July 1993, MC 372, dated 21 April 2003, and CC27.9.1, Authorization to Wear Non-PHS Awards, dated 24 August 1992, deal with the authorization to wear badges from the Corps and other uniformed services.

In the other sea services, skill and qualification badges are different for enlisted and officers. The basic design of the badge is the same; however the color of the badge is noticeably different. Enlisted members' badges are silver or pewter; while officers' badges are gold.

Option 1: The WIPT has unanimously agreed to recommend changing the color of Corps skill badges to gold.

Currently, the only skill badge is the FMRB, which is pewter. Recommend to change to gold to align with other sea service traditions.


On 8 June 2007, the Acting Surgeon General signed Personnel Operations Memorandum (POM) 07-001 authorizing the FMRB to be "embroidered with gold thread on blue background" for the USNS *Comfort* and USS *Peleliu* Missions.

Option 2: Keep FMRB and skill badges pewter, as currently authorized.


Recommendation

OCCFM and the OIPT recommend approval of Option 1.
OSG supports Option 1.

Option 1.

Approve  Disapprove _____ Date 07/16/07

Option 2.

Approve _____ Disapprove  Date 07/16/07

Item 10. Personal Appearance and Grooming Standards

In CCIS CC26.3.1, Section E, Officer's Appearance, most of the policy currently follows other uniformed service personal appearance and grooming standards. However, Corps officers are the only uniformed service members who are permitted to wear a beard on a daily basis. With exceptions for uniformed service members who have been diagnosed with pseudo-folliculitis barbae (PFB), no one else is permitted to wear a beard, even for religious purposes.

PFB is a common condition of the beard area occurring in up to 60 percent of African American men and other people with curly hair. The problem results when highly curved hairs grow back into the skin causing inflammation and a foreign body reaction. Over time, this can cause keloidal scarring which looks like hard bumps of the beard area and neck. Shaving sharpens the ends of the hairs like a spear. The hairs then curve back into the skin causing PFB. A 100 percent effective treatment is to let the beard grow. Once the hairs get to be a certain length they will not grow back into the skin. For most cases, totally avoiding shaving for 3 to 4 weeks until all lesions have subsided, while applying a mild prescription cortisone cream to the involved skin each morning and shaving every other day, rather than daily, will improve PFB.

There are numerous personal safety reasons why the other uniformed services and even civilian public safety professionals no longer wear beards. Most notably, in the Navy it is for reasons of damage control and firefighting aboard ship. Sailors who fought fire aboard ship could not get an adequate seal on their Self Contained Breathing Apparatus (SCBA) mask due to hair from the beard not permitting the tight seal on the face. Similarly, civilian fire fighters faced the same situation of poor seals. Having poor seals on the SCBA allow toxic gases to enter the airway of the fire fighter and can cause serious bodily injury and/or death.

It is recognized that Corps officers do not fight fires on a daily basis, but with our role in Disaster Response and Readiness becoming more evident, officers may be exposed to other hazardous situations in which wearing some sort of personal protective device (PPD) is warranted. Officers on deployment may be suddenly exposed to an infectious agent either by accident or by a deliberate terrorist attack and they may be required to wear an N-95 or other PPD for protection. If an officer is wearing a beard, a proper seal is not possible, therefore putting the officer and others around him in grave danger.

Option 1. It is the unanimous recommendation of this WIPT to follow the personal appearance and grooming standards of the Navy, specifically, to remove the authorization for wear of the beard except for persons diagnosed with PFB and to continue

authorization for mustaches as defined in Navy regulations. Phase-out of the beard should begin within 3 months of incorporation of policy with complete phase-out within 12 months of incorporation of policy.

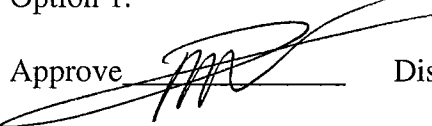
Acceptance of Option 1 will align Corps regulations with Navy regulations on other grooming and personal appearance standards such as tattoos, body piercing and mutilation, hair length, cosmetics and jewelry, just to name a few.

Option 2: Keep current personal appearance and grooming standards, including the authority to keep the beard and facial hair as written.


Recommendation

OCCFM and the OIPT recommend approval of Option 1.
OSG tentatively supports Option 1.

Option 1.

Approve  Disapprove _____ Date 07/16/07

Option 2.

Approve _____ Disapprove  Date 07/16/07

Item 11. Local Uniform Authority

CCIS CC26.3, “Wear of the Uniform,” Section C, Explanation of Terms, defines the Local Uniform Authority (LUA) as: “[t]he official having authority to prescribe the uniforms which may be worn within a given area. This official also determines those matters of uniform policy which are discretionary as set forth in this Subchapter. For the Washington, D.C. metropolitan area, the LUA is the Surgeon General. For all other locations each OPDIV/STAFFDIV shall appoint LUAs.” Historically, Operating Division/Staff Division (OPDIV/STAFFDIV) levels of HHS and non-HHS organizations to which Corps officers are detailed appoint LUAs through the approval of the OSG.

The primary responsibilities of an LUA are to prescribe the “Uniform of the Day” with respect to seasonal changes and to prescribe appropriate seasonal working uniforms for officers assigned to clinical and field duties. There are many instances in which there are overlapping LUA jurisdictions. An example of two overlapping jurisdictions would be the Centers for Disease Control and Prevention and the Food and Drug Administration. Both LUAs have nationwide prescribing authorities. By having overlapping jurisdictions, LUAs may interpret seasonal uniform changes differently. This difference may also lead to extreme differences in authorized service uniforms that may be worn by officers assigned to the same geographic location, but detailed to their separate respective OPDIV/STAFFDIV.

Some LUAs are not Corps officers and may not have the training, experience or guidance to prescribe the appropriate service and working uniforms. Centralizing uniform decisions for the Continental United States (CONUS) to regional LUAs or to a sole prescribing authority such as the Surgeon General would eliminate duplicate efforts by OPDIVs/STAFFDIVs and remove the burden placed on the current LUA system to prescribe service and work uniforms. One noticeable positive outcome would be a standardized regional or nationwide appearance of officers regardless of the OPDIV/STAFFDIV or region to which an officer is detailed. Current uniform authorities for Outside the Continental United States (OCONUS), such as Alaska and officers detailed to non-HHS organizations should retain their current uniform prescribing authority.

Option 1. Assign the OSG as the sole CONUS LUA.

PRO

Assigning OSG as the sole CONUS LUA would standardize the appearance of officers nationwide.

CON

Assigning OSG as the sole CONUS LUA may not take into account regional differences and OPDIV/STAFFDIV specific uniform needs. One solution to eliminate this disparity

is to retain regional LUAs to prescribe appropriate seasonal work uniforms and have OSG prescribe seasonal service uniforms.

Option 2. Assign Regional Health Administrators (RHAs) as Regional LUAs.

PRO

Assignment of RHAs as Regional LUAs would standardize uniform appearance of officers geographically.

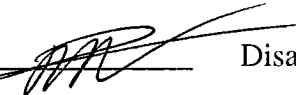
CON

Assignment of RHAs as Regional LUAs may not take into account OPDIV/STAFFDIV specific uniform needs. One solution to eliminate this disparity would be to have the RHAs consult with OPDIVs/STAFFDIVs/non-HHS organizations within their region to take into account uniform needs and differences.


Recommendation

OCCFM and the OIPT recommend approval of Option 1.
OSG supports Option 1.

Option 1.

Approve  Disapprove _____ Date 07/16/07

Option 2.

Approve _____ Disapprove  Date 07/16/07

Item 12. Discipline for Improper Wear

The purpose of the Corps uniform, with its various insignia and devices, is designed primarily to identify on sight Corps officers. It also indicates at a glance the officer's rank. It serves as a visual indication of the authority and responsibility imposed by law on a commissioned officer.

CCIS CC46.4.1, Disciplinary Action Misconduct, shall constitute grounds for disciplinary action pursuant to this instruction. Misconduct shall include violation of the Department's Standards of Conduct Regulations (45 CFR Part 73) or of any other Federal regulation, law, or official Government policy to include, but not necessarily be limited to the following:

1. Disobedience of the lawful orders of an official superior;
2. Negligence or carelessness in obeying orders or in performing official duties; and/or
3. Engaging in action or behavior of a dishonorable nature which reflects discredit upon the officer, the Corps or both.

Officers who choose to willfully not wear the uniform (if Item 1. option 1 is approved) or wear it incorrectly (e.g., civilian attire worn with uniforms; not wearing a cover or appropriate cover; mismatching uniform materials; unauthorized uniform or devices worn; wearing Corps uniform items on civilian attire; wear of frayed or soiled ribbons etc.), should be held accountable for their actions.

It is recognized, that occasional uniform mistakes can occur from time to time (e.g., ribbon falls off a rack; button falls off a uniform; improper gig line). In these instances, a fellow officer should discretely, respectfully and tactfully inform the officer who is out of uniform about the mistake or error. These small infractions do not warrant disciplinary procedures, simple guidance is recommended. However, if an officer continues to continually wear the uniform improperly after repeated guidance, more formal methods may be employed. All officers have the responsibility of maintaining uniformity not only within the Corps, but within the entire uniformed service community.

The Assistant Secretary for Health, the Surgeon General, the Heads of HHS OPDIVs/STAFFDIVs, regional offices, or their designees, or the Director, OCCO, shall have the authority to take the following actions:

1. Letter of Reproval.
 - a. A letter of reproval shall be issued in writing but shall not become part of the officer's official personnel folder maintained by OCCO.

2. Letter of Reprimand.
 - a. A letter of reprimand shall be issued in writing and shall be entered in the officer's official personnel folder maintained by OCCO for a period not to exceed 2 years from the date the reprimand is issued.

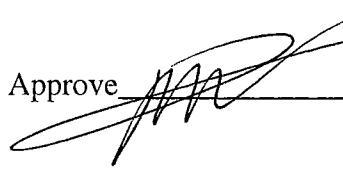
3. Recommendation for referral to the discipline and administrative review board.
 - a. Upon being referred to the discipline and administrative review board, an officer may be recommended for discipline up to and including termination.

There is no set number of infractions at each level that would warrant elevation to the next appropriate level. Supervisors and the individuals listed above have the authority to decide appropriate level of elevation due officer specific violations or failures to remediate.

Recommendation. It is the unanimous opinion of this WIPT that enforcement of uniform policies be upheld. The actions noted above should be enforced as needed to ensure Corps discipline and to enforce conditions of service standards.

Recommendation

OCCFM and the OIPT recommend approval of the WIPT recommendation. OSG believes that some measure of disciplinary policy should address improper uniform wear and that the recommendation should be considered to enforce uniform policy.

Approve  Disapprove _____ Date 07/16/07

Item 13. Uniform Advisory Committee

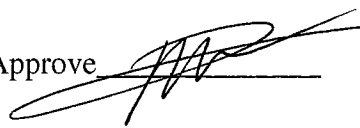
Currently, there are no policies or regulations which allow for the convening of a Uniform Advisory Committee (UAC) on a regular basis to address new issues with uniforms, personal appearance or grooming standards. The other uniformed services have committees, boards or other entities that meet at least every 2 years to address these various issues.

Recommendation: It is the unanimous recommendation of this WIPT to formalize policy which instructs the Director, OCCFM, to convene every 2 years, from the inception of the policy, for the purpose of review, development and/or incorporation of new policies affecting the wear of uniforms, placement of awards, ribbons, medals and badges, personal appearance and grooming standards of Corps officers.

It is also recommended that an ad hoc UAC meeting could convene earlier than the required 2 years, if requested by the Assistant Secretary for Health, the Surgeon General or the Director, OCCFM, if an urgent uniform, personal appearance or grooming standard matter should arise.

Recommendation

OCCFM and the OIPT recommend approval of the WIPT recommendation.
OSG supports the WIPT recommendation.

Approve  Disapprove _____ Date 07/16/07

Item 14. Authorization for Routine Wear of the BDUs

CCIS CC26.3.7, Special Uniform Situations, dated 20 July 2005, states that the general authorized uses are:

1. Emergency preparedness or response activities, including field exercises, planned or emergency responses in austere environments, HHS emergency-response-related exhibits, HHS emergency-response-related personnel recruiting, and training for operations in austere environments. In this case, “austere” means conditions in which officers will or could be working:
 - a. While exposed to harsh elements, e.g., high temperatures, cold, or precipitation;
 - b. In dirt, water, or mud;
 - c. Where other types of uniforms would become unreasonably soiled or unkempt and require daily cleaning; or
 - d. In indoor settings where officers will or could be working in dirty settings, e.g., partially destroyed buildings; on the floor of a building; kneeling beside patients on stretchers.
2. Exercises or operations that are conducted jointly, or in the same environment with, other branches of the Uniformed Services when the counterpart uniforms of the other Services are being worn by their service members. The LUA shall prescribe a BDU that is in accordance with the directives of the commanding officer in charge of a joint exercise or operation when such a directive can be obtained in advance. In circumstances where such a directive cannot be obtained in advance or when an operation is in the same environment but not a joint operation, the LUA may prescribe the BDU independently.
3. Work details where personnel safety (from physical or environmental conditions), durability, and appearance make other uniforms inappropriate, e.g., vehicle maintenance, environmental sampling in muddy conditions, or construction or recovery sites.
4. Special HHS or joint military events, e.g., a salute to returning forces ceremonies or awards ceremonies, in which Corps officers are attending or participating. In Joint Services events, the BDU is authorized only when other uniformed services will wear their equivalent uniform. In HHS-only events, the event must be an emergency-response or austere environment-related

ceremony, otherwise the BDU wear must be approved by the Surgeon General.

Officers who purchased BDUs for the 2005 Hurricane Responses may have deployed for only 2 weeks, or not at all and have spent a considerable amount of money in acquiring the BDUs, sewing on appropriate rank, insignia and maintaining the uniform. Some officers may not have the opportunity to wear the uniforms again before the Navy uniform transition is complete.

Currently, members of DOD and their respective uniformed services are authorized daily wear of BDUs not only in the National Capital Region, but nationwide. The reasoning behind this wear of BDUs is to instill a warrior mentality in a time of war and to remind fellow Airmen, Sailors, Marines and Soldiers of the sacrifices of the members overseas in Iraq or Afghanistan.

During the 2005 Hurricane Response, many Corps officers did not previously own a set of BDUs and this uniform was completely foreign to them. General wear, insignia placement, specific components and maintenance of the uniform was unknown. Therefore many “versions or interpretations” of uniform wear was encountered not only by seasoned prior service Corps officers, but by other members of the uniformed services. There were also unauthorized versions of BDUs noted in the field. Such a “BDU” was purchased not from a military source but from an online Web site. This “BDU” had a pink hue and was definitely not a uniform authorized by any uniformed service.

It is the recommendation of this WIPT to select option 1, 2, or 3 below.

Option 1. Allow for everyday wear of the BDU. Exceptions would be noted for high or senior level meetings, testimony on Capitol Hill or any other formal setting (e.g., Promotions, Award Ceremonies, Retirement Ceremonies or Change of Command Ceremonies) where a Service uniform or Service Dress Blue uniform would be appropriate.

Option 2. Allow for authorization for once per week wear of the BDU, with the same exceptions noted in Option 1. Specific day will be chosen by LUA to ensure uniformity.

Option 3. Allow for authorization for once per month wear of the BDU, with the same exceptions noted in Option 1. Specific day will be chosen by LUA to ensure uniformity.

Option 4. Continue with wear of the BDU in instances currently noted in policy only.


Recommendation

OCCFM and the OIPT recommend approval of Option 1.
OSG is in favor of wearing the BDU during other than field exercises and other than under austere conditions. OSG supports a broader authorization.


Option 1.

Approve _____ Disapprove  Date 07/16/07


Option 2.

Approve  Disapprove _____ Date 07/16/07

Option 3.

Approve _____ Disapprove  Date 07/16/07

Option 4.

Approve _____ Disapprove  Date 07/16/07

Item 15. Service Blues (a.k.a. Salt and Pepper)

The Service Blue uniform, formerly known as the Summer Blue uniform, and more commonly known informally as the “Salt and Pepper uniform,” is currently authorized for wear by Corps officers under CCIS CC26.3 “Uniforms.” The basic required components of this uniform consist of the white combination hat, summer white shirt, hard shoulder boards, black (dark navy blue) belt with gold buckle, black (dark navy blue) trousers, and black shoes.

The WIPT was evenly split on the retention or deletion of the Service Blue Uniform.

Option 1. Eliminate the Service Blue uniform as an authorized PHS uniform.

This eliminates possible misconceptions of Corps officers incorrectly wearing the Navy’s formal Tropical Dinner Dress uniform, or the Navy’s old enlisted Summer Blue uniform. This option eliminates the confusion of the public and other uniformed service members of Corps officers being non-uniformed service members.

Again, this uniform was never a Navy officer uniform; it was an enlisted only item. The elimination would align our uniforms with Navy uniforms. It also keeps Corps uniform items as easily recognizable as a uniformed service by not having something the other services do not have.

The removal of this uniform will not adversely affect the Bureau of Prison’s Corps officers operational ability to wear uniforms, as they can wear the modified Service Dress Blue or the Service White uniform.

Option 2. Retain the Service Blue uniform, as an authorized Corps uniform; however, consider renaming the uniform back to “Summer Blue” to avoid confusion with the Navy’s “Service Blue uniform.” The Navy’s Service Blue uniform is an enlisted uniform only and consists of either a khaki shirt or gray shirt, black or khaki belt, and black (dark navy blue) trousers.

Some WIPT comments received indicated this uniform “helps hide blood and iodine stains,” which may mean a significant infection control issue. Other comments included that the Service Blue uniform was “more formal than the equivalent Service Khaki uniform.” Also, stated it was that the uniform is “easier to keep clean”.


This retains a unique Corps uniform composed of separate Navy uniform components.

The continued wear may perpetuate a mistaken view of Corps officers as cruise ship captains, airline pilots, foreign naval officers, members of Navy J/ROTC, Sea Scouts or Corps officers who incorrectly wear the Navy’s formal Tropical Dinner Dress uniform, or the Navy’s old Summer Blue uniform which was authorized from 1975 to 1985 for enlisted personnel only.

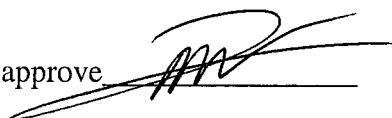
Recommendation

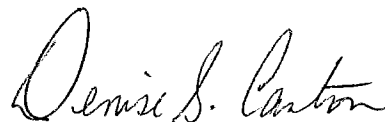
OCCFM and the OIPT recommend approval of Option 1.
OSG states that Option 1 “will cause angst within the Corps”. Those groups that advise the SG (CPOs, SGPAC, etc.) are split on whether to retain the distinctive “Salt and Pepper” or to fully embrace only the Navy authorized uniforms. If the decision is to fully comport with the Navy regulations, then OSG supports that decision.

Option 1.

Approve  Disapprove _____ Date 07/16/07

Option 2.

Approve _____ Disapprove  Date 07/16/07


Denise S. Canton
RADM, USPHS

- Attachments (4)
- TAB A – OIPT Comments and Recommendations and Minutes
- TAB B – CPO/SGPAC Comments
- TAB C – Summary Statement
- TAB D - Charter

TAB A

Electronic Commissioned Corps Issuance System (eCCIS)
Oversight Integrated Project Team (OIPT)
Meeting Minutes
May 14, 2007

Attendance

OIPT Members	Uniform WIPT Representatives
RADM Deborah Parham Hopson	LTJG Kyle Lyons
RADM Richard Rubendall	
RADM Sam Shekar	
CAPT David Rutstein	
RADM Brenda Holman	

Absent: CAPT Austin Hayes, LCDR Angela Shen
Support: Ms. Christy Frazer, Conwal

1. Welcome and Introduction – RADM Parham Hopson welcomed the group and thanked the Uniform WIPT for a thorough and clearly described recommendations document.
2. Discussion
 - LTJG Lyons provided a brief overview of the mission of the Uniform Working Integrated Project Team (WIPT). The Assistant Secretary for Health provided guidance that the Public Health Service uniforms will follow as closely as possible to the Navy uniforms, allowing exceptions where necessary for the Corps.
 - The OIPT members acknowledged the guidance and had no further questions regarding the mission of the Uniform WIPT.

Item 1: Daily Uniform Wear

- RADM Rubendall suggested that the uniform waiver process needs to be more clearly defined, especially in light of tribal concerns about uniform wear by Commissioned Corps officers. LTJG Lyons acknowledged that certain Indian Health Service (IHS) WIPT representatives shared tribal concerns about uniforms, and the WIPT agreed that if the current policy allows for exceptions to meet the needs of certain tribes, those exceptions would continue to be honored.
- RADM Rubendall was concerned that his office will be flooded with requests, as well as other non-HHS agency liaisons such as Bureau of Prisons. RADM Holman commented that the waiver description seems narrow, and LTJG Lyons agreed that it was intended to be narrowly defined.
- RADM Shekar favored option 1 but inquired about wear of uniforms overseas. LTJG Lyons responded that Agencies and countries that currently have a Memorandum of Understanding with U.S. State department authorizing alternative uniforms will be

unchanged. If security concerns emerge, additional exceptions can be made. CAPT Rutstein agreed with leaving the wear of uniforms to the State Department and embassies.

- CAPT Rutstein commented on the provision to allow officers to wear Service distinctive uniforms, and asked why should PHS officers adopt another Service's uniform when detailed to serve with that Service? RECOMMENDATION: It was recommended to take out the provision to wear another Service's distinctive uniform, except as applicable to the Coast Guard.
- RADM Parham Hopson noted that the package is silent on disciplinary actions for non-wear of the uniform. LTJG Lyons acknowledged that it should be addressed and follow the same procedures for incorrect wear of the uniform. RECOMMENDATION: add to the policy a statement regarding disciplinary action for non-wear of the required uniform and develop and enforcement policy statement (will be incorporated into Item # 12 which addresses disciplinary action for incorrect uniform wear).

CONSENSUS: option 1 is supported with the recommended change to take out the provision to wear another Service's distinctive uniform, except as applicable to the Coast Guard.

Item 2: Phase In/Out of Current Corps Uniforms

- The group discussed a concern that the Navy BDU has a Navy symbol sewn into it and whether or not PHS officers would be wearing the Navy symbol. LTJG Lyons clarified that the manufacturer would ensure that the front is blank or has the PHS patch on it. The Navy Working Uniform (NWU) (Digi Blue BDU) will replace PHS working khaki and blues. The PHS will keep the woodland green BDU until supply is depleted.
- The NWU is considered deployment wear. RADM Rubendall expressed concern that the majority of the affected PHS officers will be those detailed to the IHS who are encouraged to wear working uniforms. The group discussed that perhaps a solution is to change IHS policy to allow IHS officers to wear Service Khakis (with ribbons) as a working uniform.
- The group also discussed whether patches currently used for the woodland green BDU will be recolored to be worn with the NWU. LTJG Lyons confirmed that the patches will be changed to match the Digi Blue format.
- The ASH signed decision memo in December that only officers detailed to DoD will wear the American flag patch.

CONSENSUS: option 1 is supported.

Item #3: Alignment of Corps uniform regulations with Navy regulations

The group agreed that the PHS should be consistent with the Navy policy regarding uniform wear (i.e. rolling of the sleeves). However, Option 1 should be changed to state “Allow rolling of the sleeves to follow the Navy guidelines” and omit the description of how the sleeves are to be rolled (this is variable and may change over time).

RADM Rubendall inquired whether officers in extreme cold climates (i.e. Alaska) will be authorized to wear a gotex coat? LTJG responded that this was not addressed in the WIPT. He commented that Air Force service members are authorized to wear the N2-B Cold Weather Jacket when stationed in cold climates and primary duty station is outdoors. Officers walking to and from the parking lot to an indoor place of duty are not authorized the Cold Weather Jacket. LTJG Lyons indicated that a provision for a Cold Weather Jacket can be added for officers working in primarily outdoor place of duty. RECOMMENDATION: The OIPT supported adding a provision to allow officers in extreme cold climates working primarily outdoors to be authorized a Cold Weather Jacket.

CONSENSUS: option 1 is supported with the noted change to “Allow rolling of the sleeves to follow the Navy guidelines” (the description of how the sleeves are to be rolling should be omitted) and to add a provision for a Cold Weather Jacket for officers serving in extremely cold climates with an outdoor primary place of duty.

Item # 4: Uniform Allowance

- LTJG Lyons explained that the proposed increase from \$250 to \$400 will require a legislative change to Title 42 and Title 37. The \$400 allowance is the current allowance authorized for DoD personnel. Title 37 specifically states \$250 uniform allowance for the PHS and it is assumed that the reason why PHS is singled out is because PHS officers are not required to wear a uniform everyday. If the ASH approves Item #1 to require officers to wear a uniform daily, the argument is strengthened that the uniform allowance should be raised to meet the DoD allowance.
- RADM Rubendall asked if the increased uniform allowance will be retroactive. LTJG Lyons responded that officers are only allowed one payment of the uniform allowance so if the increase will not be retroactively paid. New PHS officers will receive the increased allowance once passed.

CONSENSUS: Option 1 supported and is acknowledged that the increase is not retroactive.

Item #5: Wear of Ribbons and Medals (PHS and non-PHS)

- RADM Parham Hopson inquired about wear of association ribbons. LTJG Lyons acknowledged that there would be a political backlash if association ribbons were prohibited to be worn everyday. RADM Parham Hopson opined that association ribbons should be worn only when attending the appropriate conference or meeting. CAPT Rutstein agreed with RADM Parham Hopson and added that comparing the

value of policy ramifications vs. parity with the other Services, he supports PHS to be consistent with the other Services regarding wear of association ribbons.

- RADM Rubendall commented that wearing association ribbons is a morale and ego booster for junior officers who may not receive honor ribbons for several years due to the competitive nature of honor awards and the time it takes to process award nominations. RADM Shekar expressed support for option 1 but also agreed with RADM Rubendall that the junior officers should be supported. CAPT Rutstein explained that associations dues are fairly expensive and junior officers may not join the associations until later in their career. He also commented that the ASH wants to streamline the process for more timely approval and presentation of awards which will bring the PHS closer in line with the other uniformed services. The new process will be announced at COA.
- RADM Holman was neutral on the matter.

CONSENSUS: Option 1 is supported with caveat that further discussion and clarification of policy regarding association ribbons is necessary.

Item #6: Badges (Skill, Qualification, Identification)

- RADM Parham Hopson inquired about the wear of the Associate Recruiter Badge. She commented that it makes sense to wear it while recruiting but doesn't make sense to wear it everyday. LTJG Lyons responded that he has been advised by many PHS flag officers that the Associate Recruiter Badge is the most important badge to wear on the uniform next to rank.
- The OIPT inquired what option most aligns with the Navy. LTJG Lyons responded that option 1 most closely aligns with Navy policy. Navy does not allow two breast badges although the other armed services do.
- CAPT Rutstein asked if an officer would wear both the Associate Recruiter Badge and the Permanent Recruiter Ribbon. LTJG Lyons responded that if an officer earned the Permanent Recruiter Ribbon, the badge would not be worn.
- The group discussed the situation where an officer is the Officer In Charge (and thus has an OIC badge) and also wears the HHS ID badge. What happens to the Associate Recruiter Badge in this case? LTJG Lyons explained that for officers in charge having an Associate Recruiter Badge is not necessary because recruiting is an inherent duty based on the OIC position. This affects approximately 45 officers (i.e. CPOs, DASHs, etc.)

CONSENSUS: Option 1 is supported.

Item # 7: First proposal for new badge.

- LTJG Lyons explained that the proposal would create a new PHS Aviation Medicine Flight Wings badge for PHS officers so that officers who complete flight training do not have to wear another Service's badge.

CONSENSUS: Option 1 is supported.

Item #8: Badges (establish category-specific badge)

- LTJG Lyons explained that creating or modifying the current badge to distinguish between the Corps' eleven categories will allow a Corp's officer to be identified by category, which is especially important during deployment.
- CAPT Rutstein commented that the PHS does not have line officers vs. support officers like the other services do. All Corps officers are line officers. Even though officers are distinguished by category, no category is more important than another. If officers are identified by category on the uniform, there is a risk that officers will begin to hold one category in higher prestige over another. Distinguishing between categories in an office setting is not necessary.
- The group considered that perhaps it is more appropriate to award a ribbon at commissioning that is category specific.
- The group also proposed that perhaps it is appropriate to have a category-specific badge for the NWU worn in a deployment setting.

CONSENSUS: Disapproved as written. Request consideration of badge for NWU only.

Item #9: Badges (Uniformity).

- No discussion necessary.

CONSENSUS: option 1 supported.

Item #10: Personal Appearance and Grooming Standards.

- LTJG Lyons explained that the primary question is the wear of the beard.
- RADM Shekar inquired about officers who may wear a beard for religious purposes. LTJG Lyons responded that Air Force and Navy Judge Advocate Generals have both opined that beards are not authorized for religious purposes. RADM Shekar proposed approval for option 1.

CONSENSUS: Option 1 is supported.

Item #11: Local Uniform Authority

- LTJG Lyons explained that the WIPT recommended that the Surgeon General set the uniform standard nation-wide. RADM Rubendall suggested that the uniform appropriate in New England may not be appropriate for Arizona since the temperature rises earlier. CAPT Rutstein responded that since the PHS does not have regional commands, the rationale for having a single uniform authority is to ensure that officers from CDC working along side officers from IHS will not be in different uniforms.

CONSENSUS: Option 1 is supported.

Item #12: Discipline for Improper Wear

- RADM Parham requested that the name be changed to read Discipline for Improper and Non-Wear.
- The OIPT agreed that the discipline process should follow the same phased approach discussed by the Readiness and Discipline & Retention WIPTs: (1) notification within 14 days of violation (2) letter of reprimand if not corrected upon next check (3) letter of reprimand if not corrected upon second check, (4) and referral to the Retention Board if not compliance upon third check.

CONSENSUS: Option 1 is supported with the recommended name change to Discipline for Improper and Non-Wear and the phased disciplinary approach (notification, letter of reprimand, letter of reprimand, and referral to the Retention Board).

Item #13: Uniform Policy Advisory Committee

- The OIPT agreed that the Uniform Policy Advisory Committee should have flexibility to meet sooner than every two years, if needed.

CONSENSUS: Option 1 is supported.

Item #14: Authorization for Routine Wear of BDU

- CAPT Rutstein agreed that officers should be allowed to wear the BDU for every day wear except for during high-level activities. He suggested that wearing the BDU gives colleagues not in the Corps an understanding that Corps officers have an additional role.
- LTJG Lyons confirmed that when the Navy makes the switch to the Digi Blue NWU in 2009 or 2010 the PHS will also make the permanent switch (phased in approach).

CONSENSUS: Option 1 is supported.

Item #15: Service Blues (AKA Salt and Pepper)

- LTJG Lyons explained that the WIPT was split 15/15 on this topic. The ASH does not like the salt and pepper uniform. In the 1980s it was an enlisted personnel uniform. It is worn by other entities (boat captains, airline pilots) not associated with

TAB B

Revisions of Uniform, Personal Appearance and Grooming Standards

The document was distributed to CPOs and SGPAC members (N=37) on Tuesday, 29 MAY 2007 with a deadline for comments by COB, 31 MAY 2007.

Comments received from 26 members. No mention of items by reviewers are assumed to be concurrence with the recommended option.

Item 1 – Daily Uniform Wear

OCCFM/OIPT Recommended Option 1 – It is the unanimous recommendation of the WIPT that the policy be revised to order the daily wear of a prescribed Corps uniform while on extended active...

CPO/SGPAC recommendations – reviewers were mixed in their response

1. 24 reviewers concur with Option 1 with 1 reviewer suggesting that Junior COSTEPs be exempt as they have no subsequent service obligation
2. 2 reviewers could not agree with Option 1 unless there is a clear process for Agency appeal to the requirement

Item 2 – Phase in/out of current Corps uniform options

OCCFM/OIPT Recommended Option 1 – Adopt uniform policy and regulations in regards to wear and appearance of the NWU with phase-in implementation, phase-out of Corps' working khaki, winter working blue and tropical working uniforms

CPO/SGPAC recommendations – all 26 reviewers concur with Option 1 but 3 issues were raised:

1. Will the Navy produce the NWU without the Navy emblem on the left front pocket?
2. Need clear guidance explaining which uniforms are left. They are circumstances where SDB, whites or NWUs may not be appropriate.
3. May need longer phase in time depending on the outcome of Item 4

Item 3 – Alignment of current Corps uniform regulations with regulations of the Navy

OCCFM/OIPT Recommended Option 1 – permit only the wear of the Navy pull-over or cardigan, phase-out Army pull-over and Marine wooly-pulley, BDU sleeve rolling to show inside material, authorization of Flight suits, flight jackets and green Extreme Cold Weather Parka for officers in appropriate billets

CPO/SGPAC recommendations – reviewers were mixed in their response

1. 20 reviewers agree with option 1 with no change or did not provide comment
2. 2 reviewers agree with Option 1 but recommend the authorization of a blue Extreme Weather Parka
3. 1 reviewer agrees with Option 1 as long as the name tag issue can be resolved and the Navy sweater has a non-wool option
4. 3 reviewers disagree with Option 1 and recommend Option 2 citing potential wool allergies

Item 4 – Uniform Allowance

OCCFM/OIPT Recommended Option 1 – increase the uniform allowance to match that of the Armed Forces

CPO/SGPAC recommendations - all 26 reviewers concur with Option 1

Item 5 – Wear of Ribbons and Medals

OCCFM/OIPT Recommended Option 1 – to allow for wear and display of all ribbons and medals earned by an officer in the Corps, in another Uniformed Service. Also to establish a formalized order of precedence for placement of all ribbons and medals

CPO/SGPAC recommendations – reviewers were mixed in their response

1. 25 reviewers concur with Option 1
2. 1 reviewer disagreed with Option 1 and recommended Option 2 with the following comment:
 - a. Option 1 supports PHS awards over other similar service awards and could be costly to officers to re-align and PHS already has a policy that states that PHS service awards MAY be worn in the order received

Item 6 – Badges (Skill, Qualification, Identification)

OCCFM/OIPT Recommended Option 1 – include authorization for wear of any skill, qualification or identification badge earned in another uniformed service or in the Corps with the exceptions listed

CPO/SGPAC recommendations - all 26 reviewers concur with Option 1 with the following comments:

1. Special Forces and Ranger tabs be authorized
2. Restriction of the number of breast and skill badges to 2 each
3. Insignia should represent current skill not historically earned skills

Item 7 – Badges (1st Proposal for New Badge)

OCCFM/OIPT Recommended Option 1 – development of PHS Aviation Medicine Flight Wings

CPO/SGPAC recommendations - all 26 reviewers concur with Option 1

Item 8 – Badges (2nd proposal for New Badge or Modification of Current Insignia)

OCCFM/OIPT Recommended Option 1 – Instead of category specific identification badge on the service uniform, creation of a category specific patch for wear on the BDU

CPO/SGPAC recommendations - reviewers were mixed in their response

1. 14 reviewers agree with option 1 with no change or did not provide comment
2. 3 reviewers agree with Option 1 but raised the following issues:
 - a. Do not modify current PHS insignia or shoulder boards – counterproductive to “One Corps”
 - b. Add a service ribbon or badge to identify category
 - c. CPOs have previously opposed category identification on the uniform
3. 8 reviewers disagree with Option 1 and recommend Option 2
4. 1 reviewer stated that neither option is necessary but may be useful on BDUs to identify clinician types

Item 9 – Badges (Uniformity)

OCCFM/OIPT Recommended Option 1 – Changing the color of Corps skill badges to gold

CPO/SGPAC recommendations - all 26 reviewers concur with Option 1

Item 10 – Personal Appearance and Grooming Standards

OCCFM/OIPT Recommended Option 1 – align Corps with Navy regulations with regard to personal appearance and grooming standards

CPO/SGPAC recommendations - reviewers were mixed in their response

1. 22 reviewers agree with Option 1 or provided no comment
2. 4 reviewers disagree with Option 1 and recommend Option 2

Issue raised that the grooming standard policy be drafted to include a waiver for "Accommodation of Religious Practices"

Item 11 – Local Uniform Authority

OCCFM/OIPT Recommended Option 1 – Assign the OSG as the sole CONUS LUA

CPO/SGPAC recommendations - reviewers were mixed in their response

1. 14 reviewers agree with Option 1 or provided no comment
2. 5 reviewers agree with Option 1 but raised the following issues:
 - a. Keep current policy or Option 1
 - b. Need retention of LUA and prescription of seasonal service uniforms by the OSG
 - c. SG cannot prescribe conditions of wear by other services
3. 3 reviewers disagree with Option 1 but raised the following issues:
 - a. Leave policy as is and state that the Area/Region with the largest number of officers sets the uniform policy
 - b. Could agree with Option 1 if the Summer White season was lengthened to 01 April thru 01 November
4. 4 reviewers disagree with Option 1 and recommend Option 2

Item 12 – Discipline for Improper Wear

OCCFM/OIPT recommended approval of the WIPT that enforcement of the uniform policies be upheld

CPO/SGPAC recommendations – reviewers were mixed in their response

1. 25 reviewers concur with recommendation
2. 1 reviewer thought the recommendation was heavy-handed, unneeded and difficult to monitor and enforce

Item 13 – Uniform Policy Advisory Committee

OCCFM/OIPT recommended approval of the WIPT recommendation to convene a Uniform Policy Advisory Committee every 2 years

CPO/SGPAC recommendations - all 26 reviewers concur with recommendation with a comment asking whether a PHS officer could participate on the Navy Task Force Uniform Board.

Item 14 – Authorization for Routine Wear of the BDUs

OCCFM/OIPT Recommended Option 1 – Allow for everyday wear or authorization for the BDU with the exception noted

CPO/SGPAC recommendations - reviewers were mixed in their response

1. 19 agree with Option 1 or provided no comment
2. 1 reviewer disagreed with Option 1 and recommended Options 3 or 4
3. 2 reviewers disagreed with Option 1 and recommended Option 2
4. 1 reviewer disagreed with Option 1 and recommended Option 4
5. 3 reviewers agree with Option 1 but raised the following 2 issues:
 - a. The officer's chain of command should decide appropriateness of the BDU for the workplace not the LUA
 - b. Adopt a field utility uniform that is less likely to confuse PHS with armed military personnel

Item 15 – Service Blues

OCCFM/OIPT Recommended Option 1 – Eliminate the Service Blue uniform as an authorized PHS uniform

CPO/SGPAC recommendations - reviewers were mixed in their response

1. 9 reviewers agree with Option 1 or provided no comment
2. 17 reviewers disagree with Option 1 and recommend Option 2

Comments included:

- Service khaki is appropriate, dressy and comparable to other service uniforms
- Proud of S&P uniform, any mistaken identity gives an opportunity to discuss the Corps
- Service Blue **was** an official Navy officer uniform
- Our insignia and devices distinguish us enough, no need for additional attention
- BOP cannot wear khakis so S&P were the BOP answer to Summer Whites
- Unique PHS identity, good for *esprit de corps*

TAB C

Uniforms, Personal Appearance and Grooming Standards WIPT Summary Statement

Purpose

The *Uniforms, Personal Appearance and Grooming Standards* WIPT was specifically charged with the following:

- Review, develop and incorporate the research and analysis of the Department of the Navy's Task Force Uniform Board in regards to implementation and phase-in of the Navy Working Uniform (NWU).
- Review, develop and incorporate the research and analysis of the Department of the Navy's Task Force Uniform Board in regards to phase-out of working uniforms: Working Khaki, Winter Blues, Indoor Duty White, Tropical Khaki, Utilities, Coveralls and Woodland Battle Dress Uniforms (BDUs).
- Review, or develop and incorporate any policies specific to the wear of the Corps Uniform, placement of insignia, devices, badges and awards.
- Review, or develop and incorporate any policies specific to wear of awards, badges or devices earned in any of the other uniformed services.
- Review, or develop and incorporate any policies specific to the authority and administration of the Local Uniform Authority (LUA).
- Review, or develop and incorporate any policies on establishment of a formal Uniform Board, which will routinely meet every 2 years.
- Review, or develop and incorporate any policies on personal appearance and grooming standards.
- Review, or develop and incorporate any policies which will permit disciplinary actions for officers who do not comply with set regulations.

Summary of WIPT Decisions/Recommendations

- Requirement for daily uniform wear by all Corps officers, except for officers in the Junior/Senior Commissioned Officer Student Training and Extern Program (JR/SRCOSTEP), assigned to the Department of Defense (DOD) or Coast Guard (USCG), assigned to a non-Federal agency or a program specific need.
- Phase-in/out of current Corps uniform options to align with Navy timelines.
- Alignment of current Corps uniform regulations with the regulations of the Navy.
- Increase in the one time uniform allowance to align with DOD regulations.
- Change the order and precedence of currently authorized Corps ribbons and medals to align with the Institute of Heraldry recommendations.

- Allow for wear of any and all ribbons and medals earned in another uniformed service or Federal agency or department.
- Allow for wear of any and all skill badges earned in another uniformed service or Federal agency or department, except for badges earned as enlisted member that cannot be worn on that services officer's uniform.
- Disallow Special Forces tabs (i.e., Ranger, Airborne, President's Hundred) on the Corps uniform.
- Proposed creation of Corps specific Aviation Medicine Flight Wings to align with other uniformed services.
- Proposed creation of category specific identification badges or modification of current insignia.
- Change the color of the Field Medical Readiness Badge to gold, to align with Navy standards of officer versus enlisted badge insignia
- Limits wear of 2 breast badges and 2 skills/qualification badges to be worn at one time for both male and female officers.
- Align Corps personal appearance and grooming standards with current Navy regulations, to include removal of the beard for male officers.
- Recommends changes to the LUA authority and limitations to that authority.
- Allows for discipline for improper wear of the Corps uniform, with levels of punishment recommended.
- Creation of a formalized Uniform Policy Advisory Committee required meeting a minimum of every 2 years, or as directed by the Assistant Secretary of Health, Surgeon General or Director, Office of Commissioned Corps Force Management for urgent issues.
- Seeking authorization to allow for routine wear of the BDUs.
- Seeking a decision to allow for continued wear of the Service Blue uniform or recommendation for removal for authorized wear as a Corps uniform.

CPO/SGPAC recommendations - reviewers were mixed in their response

1. 22 reviewers agree with Option 1 or provided no comment
2. 4 reviewers disagree with Option 1 and recommend Option 2

Issue raised that the grooming standard policy be drafted to include a waiver for "Accommodation of Religious Practices"

Item 11 – Local Uniform Authority

OCCFM/OIPT Recommended Option 1 – Assign the OSG as the sole CONUS LUA

CPO/SGPAC recommendations - reviewers were mixed in their response

1. 14 reviewers agree with Option 1 or provided no comment
2. 5 reviewers agree with Option 1 but raised the following issues:
 - a. Keep current policy or Option 1
 - b. Need retention of LUA and prescription of seasonal service uniforms by the OSG
 - c. SG cannot prescribe conditions of wear by other services
3. 3 reviewers disagree with Option 1 but raised the following issues:
 - a. Leave policy as is and state that the Area/Region with the largest number of officers sets the uniform policy
 - b. Could agree with Option 1 if the Summer White season was lengthened to 01 April thru 01 November
4. 4 reviewers disagree with Option 1 and recommend Option 2

Item 12 – Discipline for Improper Wear

OCCFM/OIPT recommended approval of the WIPT that enforcement of the uniform policies be upheld

CPO/SGPAC recommendations – reviewers were mixed in their response

1. 25 reviewers concur with recommendation
2. 1 reviewer thought the recommendation was heavy-handed, unneeded and difficult to monitor and enforce

Item 13 – Uniform Policy Advisory Committee

OCCFM/OIPT recommended approval of the WIPT recommendation to convene a Uniform Policy Advisory Committee every 2 years

CPO/SGPAC recommendations - all 26 reviewers concur with recommendation with a comment asking whether a PHS officer could participate on the Navy Task Force Uniform Board.

TAB D

CHARTER
Commissioned Corps of the U.S. Public Health Service (Corps)
electronic Commissioned Corps Issuance System (eCCIS)

Uniforms, Personal Appearance and Grooming Standards Working Integrated
Project Team

Background

The purpose of the *Uniforms, and Personal Appearance and Grooming Standards Working Integrated Project Team (WIPT)* is to obtain the view and input from the stakeholders that include Operating Divisions (OPDIVs), Staff Divisions (STAFFDIVs), professional categories, managers, and officers on the substance, content, and potential effects of implementing policies. Following the approved Project Management Plan for the electronic Commissioned Corps Issuance System (eCCIS), each WIPT reports to the Oversight Integrated Project Team (OIPT). Representatives from both the Office of Commissioned Corps Operations (OCCO) and the Office of Commissioned Corps Force Management (OCCFM) will assist with executing the Project Management Plan for the eCCIS. OCCO/OCCFM will evaluate the existing suite of issuances in terms of their relevance to the current mission of the Corps, draft and/or modernize policies, regulations, and instructions that are most appropriate to meet today's requirements and those anticipated in the near and long-term future. Each WIPT will review the research and analysis provided by OCCO/OCCFM, along with input from Corps stakeholders, to develop decision papers and recommendations regarding changes and updates to eCCIS policies for consideration by the OIPT and the Department's leadership. Once approval is obtained for any change to an issuance, those changes will be made available for publication.

Purpose

This specific WIPT is constituted to review, develop and incorporate any and all pertinent policies, regulations and instructions that relate to the *Uniforms, Personal Appearance and Grooming Standards* policies of the Corps. The WIPT Chair will ensure that all WIPT members actively participate in the effort to thoroughly review and assess these documents with the view toward updating and enhancing current policies. The WIPT will be provided with existing issuances (or references to their locations) for this purpose. The WIPT is charged with aligning Corps Uniforms, Personal Appearance and Grooming Standard policies as closely as possible to the uniform, personal appearance and grooming policies of the U.S. Navy. This will create a "one-stop" shopping for all Corps officers in regards to uniform matters.

The *Uniforms, Personal Appearance and Grooming Standards* WIPT is specifically charged with the following:

- Review, develop and incorporate the research and analysis of the Department of the Navy's Task Force Uniform Board in regards to implementation and phase-in of the Navy Working Uniform (NWU).
- Review, develop and incorporate the research and analysis of the Department of the Navy's Task Force Uniform Board in regards to phase-out of working uniforms: Working Khaki, Winter Blues, Indoor Duty White, Tropical Khaki, Utilities, Coveralls and Woodland Battle Dress Uniforms (BDUs).
- Review, develop and incorporate policies in regards to phase-out of the Summer Blues (a.k.a. Salt and Pepper) for all officers, except for those detailed to the Federal Bureau of Prisons, the Division of Immigration Health Service, and the U.S. Marshals Service.
- Review, or develop and incorporate any policies specific to the wear of the Corps uniform, placement of insignia, devices, badges and awards.
- Review, or develop and incorporate any policies specific to wear of awards, badges or devices earned in any of the other uniformed services.
- Review, or develop and incorporate any policies specific to the authority and administration of the Local Uniform Authority.
- Review, or develop and incorporate any policies on establishment of a formal Uniform Board, which will routinely meet every 2 years.
- Review, or develop and incorporate any policies on personal appearance and grooming standards.
- Review, or develop and incorporate any policies which will permit disciplinary actions for officers who do not comply with set regulations.

Scope of Activity

The Chairperson(s) of the WIPT will report activities of the team to the OIPT when directed by the OIPT, when key decisions are required, or when a stated project milestone is achieved. The WIPT Chairperson is expected to communicate regularly with the OIPT Chairperson regarding progress and to address questions and clarify direction. The Chairperson is accountable and responsible for the daily activities and for ensuring that the project progresses through the tailored management model.

Membership of the WIPT is comprised of Corps officers and appropriate Departmental personnel who represent the interests of their organization, functional or professional category or group classification.

Members of the WIPT represent the leadership of their OPDIV, category, and/or group, and therefore, may share draft policy issuances (PIs) and seek feedback through established channels using their respective Professional Advisory Committees, Commissioned Corps Liaisons, and Chief Professional Officers regarding the content of the PIs. The WIPT will attempt to reach consensus regarding the draft PIs and

recommend approvals, disapproval or recommended revisions. Each WIPT member will have an equal vote. In the event that consensus cannot be reached on an issue, the prevailing opinion will be cited and a minority report will be included in the documentation forwarded to the OIPT.

<u>WIPT Membership</u>	<u>Category</u>	<u>Agency</u>	
CAPT Ralph Fulgham	EHO	IHS/NAV	Chairperson
LT Russell Graham	EHO	OS/OCCO	Co-Project Manager
LTJG Kyle Lyons	Nurse	OS/OCCFM	Co-Project Manager
CAPT Susanne Caviness	Scientist	FDA	Member*
CAPT D.W. Chen	Medical	DOD	Member
CAPT Debra Katsch	Nurse	USMS	Member
CAPT Bo Kimsey	Scientist	CDC	Member*
CAPT Cynthia Kunkel	EHO	FDA	Member*
CAPT James Portt	HSO	IHS	Member*
CAPT Donald Ross	Dentist	BOP	Member
CAPT Lee Shackelford	Dentist	OS/IOASH	Member
CDR Dan Beck	Engineer	OSG/OFRD	Member
CDR Meredith Bond	Engineer	FWS	Member*
CDR Princess Campbell	Veterinarian	EPA	Member*
CDR Suzan Dunaway	Dietician	OS/ASPR	Member*
CDR Debra Flagg		EPA	Member
CDR Thomas Herndon	Medical	NIH	Member*
CDR Lou Ann Rector	HSO	HRSA	Member
CDR Daniel Strausbaugh	EHO	ATSDR	Member
CDR Bruce Tierney	Medical	CDC	Member
LCDR Patricia Carlock	Nurse	USMS	Member
LCDR Sherry McReynolds	Nurse	IHS	Member
LCDR Van Morfit	HSO	DOD	Member
LCDR Andrei Nabakowski	Pharmacist	FDA	Member*
LCDR Veda Perkins	Nurse	FDA	Member*
LCDR Nisha Robbins	Scientist	DIHS	Member*
LCDR Don Schmidt		BOP/JOAG	Member
LCDR David Shoffner	Engineer	EPA	Member*
LCDR Ernie Sullivent	Medical	CDC	Member*
LT Deborah Dooddy	HSO	DIHS	Member
LT Michael Garner		NPS/JOAG	Member
LT Linda Lea	HSO	IHS	Member
LT Dean Trombley	Therapist	IHS	Member*
LT Troy Ritter	EHO	IHS	Member*
LTJG Nathan Anderson	HSO	OS/IOASH	Member
LTJG Joseph Shurina	HSO	IHS	Member*
Others TBD by CPO's and SG-PAC			

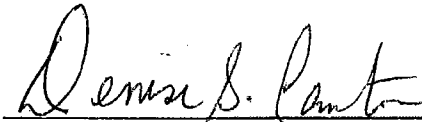
* Category representatives

Meetings

Meetings will be conducted on a weekly basis with group and Chair consensus. All members are expected to participate in meetings as scheduled either in person or telephonically.

Duration

This WIPT is chartered for a period not to exceed June 2007. This Charter will be reviewed at that time and the WIPT may close, be reconstituted or extended based on the status of the deliverables, or at the discretion of Corps leadership.



MAR 16 2007

RADM Denise S. Canton, USPHS Date
Director, Office of Commissioned Corps Force Management