



SECTORDEL BAY INST 1020.1

NOV 1 2005

SECTOR DELAWARE BAY INSTRUCTION 1020.1

Sub: Uniform Regulations – Casual Attire Day

Ref: (a) Uniform Regulations, COMDTINST 1020.6 (series)  
(b) Fifth District Uniform Policy and Regulations, D5INST 1020.1 (series)

1. **PURPOSE:** Standardizes civilian attire for military personnel on designated casual attire days.
2. **EFFECTIVE DATE:** 25OCT05
3. **ACTION.** Unit commanding officer, department heads, officers in charge and branch chiefs at the Sector shall ensure that the provisions of this instruction are complied with.
4. **DISCUSSION.** This instruction supplements current guidance that is provided in the Uniform Regulation.
5. **PROCEDURE.**
  - a. All casual business clothing must be in good taste and consistent with what is acceptable within a professional setting. The following list, although not all inclusive, provides a general guide with respect to articles of clothing considered **appropriate** under this policy.
  - b. Any CG member that has a planned meeting with external customers either outside the unit or at the unit on Casual Attire Day is required to be in the uniform of the day for the meeting.
  - c. Casual is defined as:
    - (1) Casual business wear means clean, neat, professional clothing.
      - (a) **For men:**
        1. Men should wear dress or creased slacks (which may include pressed, non-wrinkled “Dockers” style pants, khakis).
        2. Dress or pressed shirts with collar (which may include non-wrinkled “golf/polo” shirts).
        3. Socks must be worn.

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4. Shoes are required.

(b) **For women**, a similar standard of attire applies including professional appearing sweaters, skirts, dress or creased slacks.

1. Shoes or dress loafers with socks or nylons are appropriate types of footwear.
2. As always, accessories should be appropriate for a conservative professional environment.

(2) Professional casual attire is not casual attire and does not include:

1. Anything you would wear to a gym, soccer game, picnic, and trendy bar or to clean the garage, please leave at home.
2. Denim clothing of any type or color (jeans, dresses, skirts, shirts (including denim shirts), etc.).
3. Tight fitting clothing.
4. Athletic attire.
5. Sweat/wind suits.
6. Spandex, stirrup pants, leggings, stretch pants.
7. Culottes, skorts, shorts.
8. Sundresses, sleeveless blouses, or any sleeveless top.
9. T-shirts, tank tops.
10. Hiking/running/tennis shoes.
11. Open-toed sandals or shoes.



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