



PSCINST 1020.1
JUL -8 2011

COAST GUARD PERSONNEL SERVICE CENTER INSTRUCTION 1020.1

Subj: PERSONNEL SERVICE CENTER UNIFORM AND CIVILIAN CLOTHING
GUIDANCE

Ref: (a) Uniform Regulations, COMDTINST M1020.6 (series)
(b) Honoring Our Profession – Uniform Guidance and Results of Uniform Board No.
44, ALCOAST 291/11

1. PURPOSE. This instruction provides amplifying guidance on field-level delegated uniform standards and civilian clothing attire for the Coast Guard Personnel Service Center (CG PSC) military personnel.
2. ACTION. CG PSC division chiefs and staff chiefs must ensure compliance with the provisions of this instruction. Subordinate commands must create similar guidance based on their respective geographical region. Internet release is authorized.
3. DIRECTIVES AFFECTED. None.
4. DISCUSSION. Reference (a) governs the wearing of uniform attire for all Coast Guard military personnel. Reference (b) provides updated policy to reference (a). Supervisors of CG PSC military personnel are expected to be familiar with the provisions of reference (a) and (b), as well as this instruction, and are expected to enforce these standards equitably and diligently.
5. POLICY.
 - a. Uniform of the Day: Service Dress Blue (SDB) or Tropical Blue (Trops). Either uniform may be worn year-round depending on the level of formality required. Specific wearing of either uniform may be designated for any particular day or time period by the PSC Commander or unit COs.

DISTRIBUTION – SDL No. 158

	a	b	c	d	e	f	g	h	i	j	k	l	m	n	o	p	q	r	s	t	u	v	w	x	y	z	
A																											
B																								1			1
C																											
D																											
E																		1									
F																											
G																											
H																											

NON-STANDARD DISTRIBUTION: PSSUs

- b. **Optional Uniforms:** Winter Dress Blue (WDB) is authorized between 1 November through 31 March. Operational Dress Uniform (ODU) is authorized as a year-round uniform but shall not be worn for visits to civilian agencies or non-Coast Guard organizations unless the prescribed uniform of the day is ODU or DoD equivalent at the visit site. The ODU is authorized to be worn when commuting to and from work. In addition, the removal of the ODU blouse is not authorized in an office environment. Sleeves shall be in a rolled-down position between 1 November through 31 March and in a rolled-up position between 1 April through 31 October. The manner of wear of the ODU may be changed by the Commander due to extreme weather or building conditions as deemed necessary.
 - c. **Authorized Outerwear:** The windbreaker is authorized to be worn in lieu of the SDB coat, except when the SDB coat is more appropriate for an occasion's formality. The windbreaker shall be the standard outerwear with Trops or with the WDB. The foul weather parka (with fleece liner) is authorized for wear with Trops or with the WDB uniform only in adverse weather conditions outdoors. PSC unit ball caps are authorized as an optional uniform item with ODUs at the member's expense.
 - d. **Civilian Clothing:** When traveling to and from the work place, attire shall be in good taste and not frayed, torn, or ill-fitting. Attire may not display offensive pictures, images, or language. The term "offensive" will be judged by professional work place standards. Attire shall not reveal mid-section of the body or be too short in length.
6. **CHANGES.** The following service-wide changes to the uniform regulations are of particular note to those members of CG PSC. Enclosure (1) also provides an easy to reference matrix of authorized uniform options.
- a. The garrison cap and foul weather parka are not authorized for wear with SDBs.
 - b. The ball cap is not authorized for wear with Trops or with the WDB uniform.
 - c. Civilian attire is not authorized in lieu of the uniform of the day.
 - d. Oak leaves and acorns (scrambled eggs) are not authorized on ball caps.
 - e. The hot weather uniform is not authorized.
 - f. The foul weather parka fleece liner, or any other liner, is not authorized as a standalone jacket at any time.
 - g. Deadline for full implementation of untucked ODU is 1 July 2012, after which, tucked versions of the ODU will not be authorized.
 - h. Full implementation of USCG issued ball caps made of ODU material becomes effective 1 October 2011.

- i. Alterations to the ODU such as permanently sewn rolled-up sleeves or sewn-in blousing bands are not authorized.
 - j. The tiara is not authorized.
7. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS. Environmental considerations were examined in the development of this directive and have been determined to be not applicable.
8. FORMS/REPORTS. There are no forms or reports required by this instruction.



D. R. MAY
Commander, Personnel Service Center

Encl: (1) Internal Comms Bulletin No. 004-11, Uniform Matrix

UNIFORM MATRIX

This matrix reflects changes to uniform regulations issued in ALCOAST 291/11 to further clarify uniform options and appropriate use. For further policy guidance, reference: <http://tinyurl.com/USCGDirectives>

	Bridge Coat	Trench Coat	Windsraker	Combination Cap	Garrison Cap	Standard Ball Cap	UM Ball Cap	Foil Weather Parka	OPS Wear	Office Wear	Civilian Coat and Tie	Leavel Liberty	Commute
SDB	✓	✓	★	✓	✗	✗	✗	✗	✓	✓	✓	✓	✓
Trops	✓	✓	✓	✓	✗	✗	★	★	✓	✗	✗	✓	✓
WDB 01 Nov - 31 Mar	✓	✓	✓	✓	✗	✗	★	✗	✓	✗	✗	✓	✓
ODU	✗	✗	✗	✗	✓	★	✓	✓	★	✗	✗	✗	✓

✗	Not Authorized
✓	Always Authorized
★	Commander's Discretion