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DEPARTMENT OF THE ARMY
Little Rock District, Corps of Engineers
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Office Memorandum
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10 August 1989

Civil Regulatory Functions
McCLELLAN-KERR ARKANSAS RIVER NAVIGATION SYSTEM
STANDING OPERATING PROCEDURE NO. 6
UNIFORM FOR DESIGNATED LOCK AND DAM PERSONNEL

1. Purpose. The purpose of this memorandum is to specify policy on the uniform for designated lock and dam personnel.
2. Applicability. The provisions herein are applicable to all lockmaster superintendents, lockmasters, equipment repairers, and lock and dam operators at locks and dams on the McClellan-Kerr Arkansas River Navigation System in the Little Rock District.
3. References.
 - a. ER 670-2-2, Uniform and Insignia, Uniforms for Civilian Lock Operations and Maintenance Personnel.
 - b. ER 670-2-3, Uniform and Insignia, Uniforms for Floating Plant Personnel.
 - c. SWDR 670-2-1, Uniform and Insignia, Uniforms for Civil Works Employees.
 - d. Multiple memorandum, CESWD-CO, 1 June 1988, subject: Uniforms for Civilian Lock Operations and Maintenance Personnel.
4. Policy. It is the policy in the Southwestern Division to require designated civilian lock and dam personnel to wear the uniform cap with insignia attached and an identification plate.
5. Designated Personnel to Wear Uniform. The only personnel who shall wear the prescribed uniform are lockmaster superintendents, lockmasters, equipment repairers, and lock and dam operators. These personnel shall wear the uniform only when on duty at the lock. Other personnel shall not wear the uniform or otherwise display the insignia in any manner.

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6. Prescribed Uniform. The prescribed uniform consists of a cap, insignia, and identification plate as described below. The cap, insignia, and identification plate will be items of issue and recovered at such time that a person is no longer authorized to wear the uniform; however, such items will not be accounted for in the regular property account.

a. Uniform cap. There are two types of uniform caps acceptable in the Southwestern Division for identification of designated lock and dam personnel. They are a blue baseball type cap and a blue electrical worker's hard hat. Either cap may be worn as the official headgear, but the hard hat will be worn any time the area is declared a hard hat area.

b. Cap insignia. The cap insignia is illustrated in Appendix C of ER 670-2-3, Photo No. 4. The insignia is a gold anchor supporting a silver eagle, wings displayed, on a red Engineer castle. The castle (adapted from the branch insignia of the Corps of Engineers) is for identification of that branch. The anchor represents the maritime functions of floating plant personnel and the eagle, Federal service. The insignia for the baseball type cap will be of an embroidered type and will be sewn to the front of the cap. The insignia for the blue electrical worker's hard hat will be a decal or other approved non-metallic-type insignia and will be placed on the front of the hard hat. Central procurement of insignias is the responsibility of Navigation and Maintenance Branch, Construction-Operations Division, and requisitions for insignias will be submitted as needed. Insignias should be requested from the Navigation and Maintenance Branch as needed.

c. Identification plate. The identification plate will be 1 inch by 3 inches, black material, white lettering, and worn at an appropriate location on the outside of coat or shirt. Only the name and position of the employee will appear on the plate as shown below:

A. B. RIVERS
EQUIPMENT REPAIRER



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7. Conduct and Appearance. Supervisory personnel will ensure that:

a. The conduct and general appearance of lock and dam personnel are in a manner that is appropriate for the authority and responsibilities encompassed by the duties of the position.

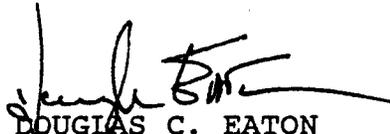
b. Employees required to wear the uniform are appropriately attired to perform required duties. Protective work clothes or coveralls which may be worn when designated personnel are engaged in activities harmful to the uniform or clothing, such as painting and machinery repair, generally should not be worn when performing lockage duties.

c. Uniforms meet minimum standards prescribed in this memorandum.

d. Uniforms are kept neat and clean and replaced as needed.

8. Advertisement of Requirements. No advertisement to industry required.

FOR THE DISTRICT ENGINEER:


DOUGLAS C. EATON
LTC, Corps of Engineers
Deputy District Engineer

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