

	KANSAS CITY, MO. POLICE DEPARTMENT	DATE OF ISSUE	EFFECTIVE DATE	NO.
	<b>PERSONNEL POLICY</b>	6-6-14	6-6-14	218-1
SUBJECT	<b>Policy Series 200: Employee Guidelines 218 - Uniform and Personal Appearance Regulations</b>			AMENDS
REFERENCE	PPBM: Commendation and Honor Awards	RESCINDS	PPBM: 218 DM: 12-18	

## I. INTRODUCTION

A standard of uniformity has been established for all law enforcement and civilian members in regard to personal appearance and the proper wearing of department uniforms/equipment and civilian attire. Any individual exceptions to these regulations must be approved by the Chief of Police or designee.

## II. POLICY

- A. All members in uniform or civilian clothing will present a neat, clean, and professional appearance.
- B. Commanders and supervisors will ensure the enforcement of regulations for law enforcement and civilian employees regarding personal appearance and proper display of department uniforms and equipment.
- C. All items will be worn in accordance with this directive. Members are prohibited from wearing non-authorized uniforms or equipment. The Supply Section maintains a list of authorized uniforms and equipment for each bureau.
- D. Members assigned to undercover positions are exempt from wearing the Class A or Class B Uniform, administrative uniform or business attire when their assignment calls for different attire. Proper attire will be determined by the appropriate bureau commander.
- E. Uniform clothing and equipment may be approved for wear or use which will not be supplied to members by the department. Members will be notified of the specific manufacturer's name, style or model number upon approval. The Supply Section will maintain a listing of these items as well as locations of suppliers.
- F. All uniformed elements will conduct a weekly inspection of officers. Supervisors will be responsible for completing a Personnel Inspection Report, Form 125 P.D. Noted deficiencies will be documented on the report and forwarded to the division commander. Supervisors, when reporting deficiencies, will take steps to ensure that they are corrected.
- \* G. Uniform trousers and Eisenhower jackets will be dry cleaned only. All other issued wearing apparel, i.e. jackets, shirts and pants, shall be cleaned in a manner consistent with the instructions on the manufacturer's care label.

- H. Clothing items contaminated by blood or other body fluids will be removed and cleaned as soon as possible. Civilian clothing reimbursement will be in accordance with written directive "Claims for Damage to Personal Property."
- I. All elements will be recognized with the department's "KCPD" logo. Element specific logos/patches are prohibited on any department issued uniform, unless approved by the Chief of Police or designee.
- J. If a member loses any article of department issued uniform or equipment, they will contact the Supply Section Supervisor. Based upon the decision of the Supply Section Supervisor, the member may be directed to prepare an Interdepartment Communication, Form 191 P.D., detailing how the loss occurred and submit the report through their chain of command. The member's immediate supervisor will conduct the necessary investigation of the incident and make a recommendation on whether the loss occurred due to negligence. When negligence is involved, the bureau commander will determine if the member will pay for the article.
- K. The uniform will not be worn by a member when representing an organization other than the Kansas City, Missouri Police Department, or for any other reason other than in an approved off-duty employment capacity, without the approval of the member's bureau commander. When making a speaking engagement, either the Class A or Class B Uniform or business attire will be worn unless an exception is made by the bureau commander.

### **III. TABLE OF ANNEXES**

This directive has been arranged in annexes for easy reference.

**ANNEX A Uniform and Civilian Dress Regulations**

**ANNEX B Class A and Class B Uniform Components**

**ANNEX C Personal Appearance**

**ANNEX D Uniform Display**

**ANNEX E Uniform Standardization Committee**

Darryl Forté  
Chief of Police

Adopted by the Board of Police Commissioners this \_\_\_\_\_ day of \_\_\_\_\_ 2014.

Alvin Brooks  
Board President

**DISTRIBUTION:** All Department Personnel  
Public View Master Index - Internet  
Department Master Index – Intranet  
Policy Acknowledgement SyStem (PASS)

**UNIFORM AND CIVILIAN DRESS REGULATIONS**

A. Sworn Uniform and Non-Sworn Uniform Classifications

1. The Class A Uniform is defined as:
  - a. Long sleeve French blue shirt with the department issued tie
  - b. Navy blue trousers with French blue stripe (law enforcement)
  - c. Navy blue trousers with red stripe (civilians)
  - d. The Eisenhower jacket (if issued or purchased)
  - e. Black or dark blue socks
  - f. Dress cap
  - g. Plain toe black shoes or boots
  
2. The Class B Uniform is defined as the following:
  - a. Short sleeve French blue shirt with an open collar (may be worn year round)
  - b. Long sleeve French blue shirt (may be worn year round) worn with either the:
    - (1) Open collar
    - (2) Turtleneck undershirt
    - (3) Military style sweater
  - c. Navy blue trousers with French blue stripe (law enforcement)
  - d. Navy blue trousers with red stripe (civilian)
  - e. Black or dark blue socks
  - f. Plain toe black shoes or boots
  - g. Any department issued jacket

3. Class C Uniforms for sworn and non-sworn personnel (e.g., polo shirt and 5.11 pants, BDU shirt and pants, or bicycle shirt and shorts) are approved by the Uniform Committee and forwarded to the Chief of Police for final approval. The Supply Section maintains a list of each Class C Uniform.

B. Business Attire

1. During duty hours, sworn and non-sworn members working in non-uniform assignments will be dressed in attire that reflects a professional appearance.
  - a. Sworn Members and Civilian Managers will be required to wear one of the following:
    - (1) Men –
      - (a) A coordinated outfit consisting of a jacket and necktie, collared shirt, slacks, socks, and dress shoes.
      - \* (b) An open collar shirt, polo shirt with the manufacturer's logo or no logo, sweaters, or turtlenecks and slacks.
    - (2) Women –
      - (a) A coordinated outfit consisting of a jacket or sweater set with skirt or slacks, or business dress, hose or socks, and dress shoes or dress sandals.
      - \* (b) An open collar shirt, polo shirt with the manufacturer's logo or no logo, sweaters, or turtlenecks and slacks.
    - (3) Sworn department members will have the option to wear the Class A or Class B Uniform in place of business attire, depending on their assignment.
  - b. Non-sworn, non-managerial members will be required to wear the following attire:
    - (1) Men – Slacks, open collar shirts, polo shirts with the manufacturer's logo or no logo, sweaters, or turtlenecks. Jackets and ties are optional.
    - (2) Women – Slacks, skirts, blouses (including shells), dresses, polo shirts with either the manufacturer's logo or no logo, sweaters, or turtlenecks.

2. Clothing listed in this section are examples of inappropriate attire and is not all-inclusive. Clothing that will be considered unacceptable will consist of overalls, T-shirts, sweatshirts, sweatpants, leggings, stretch pants, dress shorts, shorts, mini-skirts, sheer or transparent clothing, spaghetti straps on shirts, blouses, or dresses, inappropriate logo on shirts, wild printed clothing, tennis shoes, and casual sandals.
3. Members may wear clothing that is other than business attire when the circumstances require moving from one office to another, training, etc., and if prior approval has been obtained from the division commander or designee.
4. Commanders and supervisors may specify additional or alternative dress and grooming requirements based on the business needs of the department, i.e., business attire versus uniform. Commanders and supervisors will:
  - a. Be responsible for discussing clothing options with members who may be dressed inappropriately, whether that may be wearing clothes that are too revealing, distracting, or that compromise a professional image.
  - b. Take appropriate disciplinary action when members do not comply with the guidelines established for proper attire.
5. Non-department approved attire will not be worn with the uniform of sworn members. Non-sworn personnel not issued a uniform cap or jacket may wear a hat, cap, jacket, or sweater of conservative style that is either Navy blue or black in color with their uniform, if required by weather.

#### C. Court Attire

1. A department member appearing in court on a case directly related to the performance of police duty will be considered "on-duty" for uniform and civilian clothing purposes.
2. Officers and civilians will either wear Class A, Class B or business attire when attending court. Officers attending state or federal court in uniform will wear the Class A Uniform or business attire.
3. A department member appearing in court as a defendant, or on a case not directly related to the performance of police duty, will obtain written approval from their bureau commander to wear the Class A or Class B Uniform.

#### D. Casual Business Attire

Sworn members in administrative positions may wear casual business attire on Fridays. The attire will be determined by each respective Division commander.

**CLASS A and CLASS B  
UNIFORM COMPONENTS**

A. Badge

1. Only the current department approved badges will be displayed on a member's uniform.
2. A non-uniformed member will carry and be able to display only the current department approved badges for their assignment. An off-duty member will not display or use to identify themselves as a department member any badge that is not their current department approved badge.
- \*3. All badges worn by non-uniformed members will be displayed in the chest area utilizing a neck lanyard or a similar device.

B. Bullet Resistant Vest (vest)

1. All sworn uniformed officers and sergeants will wear the bullet resistant vest on-duty and when working off-duty jobs. Members are required to wear either the department issued vest or a properly fitted vest with Level 2 protection. Members working in administrative assignments are not required to wear the bullet resistant vest.
2. All vests will be worn with the soft trauma plate. The blunt trauma plate may be worn at the officer's discretion. Vests must be worn according to the manufacturer's recommendations.
- \*3. An exterior shirt style vest carrier (French blue) may be purchased at the member's expense and worn over the uniform shirt.
4. The manufacturer's washing and cleaning instructions must be followed.

C. Caps

- \*1. Dark navy or black ball caps with only "KCPD" may be worn with any department approved uniform. Under no circumstances will the ball caps be modified in any manner.
2. The dress cap is the only cap that may be worn with the Class A Uniform.

D. Chevrons

The rank of sergeant is designated by a three-stripe chevron.

E. Cloth Badge

1. Only the cloth badge approved by the Chief of Police will be displayed on the Class C Uniform, as shown in Annex D.
2. Badge insignia will be silver colored for police officers and gold colored for sergeants and above. Cloth badges may be worn on the uniform jackets (excluding the Eisenhower jacket).

\*F. Element Insignia/Department Approved Pins

1. Only element insignia pins or department approved pins (e.g., pilot pin, U.S.A. pin), may be worn on the Class A or Class B Uniform.
2. Only one pin will be worn at a time.
3. Any cloth insignia worn on the Class C Uniform will be clean and neat in appearance.
- \*4. Element specific pins may be worn permanently by past members as long as the member completed at least two (2) consecutive years of service to that particular element.

G. Conducted Energy Weapon (CEW)

The department issued CEW will be worn on the non gun side.

H. Dual Purpose Jacket

1. Dual-purpose jackets may be worn as either a lightweight or heavyweight jacket.
2. Only the badge/cloth badge patch, name plate/cloth name patch, department patch, service stars, awards, or chevrons/rank insignia will be displayed on this jacket.

I. Eisenhower Uniform Jacket

- \*1. The Eisenhower jacket may be worn by all law enforcement members. When wearing this jacket, the dress cap must be worn.
  - a. Sergeants and officers will be responsible for purchasing, maintaining, and replacing the Eisenhower jacket.
  - b. Commanders and sergeants may wear the Eisenhower jacket as optional attire.
  - \*c. Officers may only wear the Eisenhower jacket at ceremonial and special events, and while on administrative duties, to maintain uniformity.

2. The Class A Uniform must be worn with the Eisenhower jacket.
3. Badge, name plate, department patch, awards, and chevrons/rank insignia will be displayed on the jacket. Member's rank will be designated on the Eisenhower jacket lower sleeve as follows:
  - a. Officer - One wide French blue band
  - b. Sergeant - One wide gold band Chevrons on sleeves
  - c. Captain - Two wide gold bands
  - d. Major - One wide gold band, One narrow gold band and One wide gold band
  - e. Deputy Chief - Three wide gold bands
  - f. Chief - Four wide gold bands

J. Baton

1. Patrol officers will carry their baton or have it readily available at all times except when on administrative duties or specific assignment as authorized by the division commander.
2. The baton will be worn on the member's non-weapon side as shown in Annex D.

K. Flashlight

1. Department issued flashlights may be carried by officers when performing police services.
2. Members may purchase alloy/aluminum or plastic flashlights at their own expense, provided they are no longer than a four (4) cell.
3. Flashlights with heavy-gauge, tubular steel barrels are not authorized.

L. Footwear

1. Boots or shoes worn with the uniform will be of the black leather, plain-toe type, and will be polished. The department has also authorized the use of black leather sport shoes.
2. Footwear with visible buckles or other ornaments will not be permitted.

3. Black, rubber, all-weather overshoes may be worn in inclement weather and removed when weather conditions permit. Overshoes must be fully zipped or buckled at all times.

M. Gloves

Gloves worn with the uniform must be black, of normal length, and have no decorative design.

\*N. Gore-Tex Stocking Cap

A dark navy or black Gore-Tex stocking cap may be worn. If the cap has a logo that is visible, it must be the same color as the cap. This cap may be worn from the beginning of October through the end of April.

O. Handcuff Cases

The handcuff case will be worn in one of the following manners:

1. The standard issued handcuff case will be worn consistent with the department training.
2. An open handcuff case or double handcuff case worn on the front of the belt.
3. The standard issued handcuff case on the weak side and the open case on the front of the belt.
  - a. The open handcuff case or double handcuff case will be purchased at the member's expense and must match current issued leather gear.
  - b. Handcuffs not authorized will be prohibited.
  - c. Officers will not carry more than two pairs of handcuffs on their belt.

P. Holster

1. While in uniform, officers will be required to carry their firearm in a department approved holster.
2. Members issued a thumb-break holster will not remove the adjusting screw located on the inside portion of the hood. Approved holsters will not be altered in any way.
3. Holsters not authorized or issued are prohibited.

Q. Leaded Slaps

Commonly referred to as slappers or blackjacks, are prohibited.

R. Leather Equipment

1. All uniformed officers will wear department issued leather equipment as shown in the diagrams on page D-5.
2. All leather equipment will be maintained in such a condition as to pass inspection at any time.
3. The use of lacquer or spray-type chemicals on leather goods is prohibited.
4. Officers assigned to administrative duties may, with permission from their commanders, remove any equipment deemed unnecessary for their current assignment.

S. Magazine Case

Officers will be required to carry one of the following on the duty belt:

1. Single or double magazine case (Department issued).
- \*2. Triple magazine case (purchased at the officer's expense and must match the department issued leather gear).

T. Metal Equipment

All metal insignias worn, including the metal on uniform leather, will be polished and clean.

U. Military Style Sweater

1. Department members may purchase and wear a military style sweater in navy blue (with epaulets, badge, and name tag tabs with eyelets). The sweater is to be worn over the long sleeve uniform shirt only.
2. Only the department issued badge/cloth badge patch, name plate/cloth name patch, collar chevrons or epaulet rank insignias will be worn on the sweater.
3. The Supply Section will maintain a listing of approved manufacturers and styles of these sweaters and will advise members of the locations of area suppliers.

V. Nylon Jacket (heavyweight and lightweight)

1. The department issued nylon jacket will be worn when appropriate, based on weather.

2. Only the badge or badge patch, name plate/cloth name patch, department patch, service stars, awards, or chevrons/rank insignia will be displayed on the jacket.

W. Oleoresin Capsicum

The department issued canister and holder will be worn on the duty belt. (Commanders are exempt.)

\*X. Pagers/Cellular Phones

Non-issued pagers or cellular phones carried by members in uniform must either be black, charcoal gray, or carried in a black leather case, if worn on the duty belt.

Y. Pockets

Bulky articles will not be carried in the shirt or jacket pockets so that the pockets cannot be closed.

Z. Raincoat

1. The department issued raincoat may be worn in inclement weather. It may be worn briefly without identifying insignia.
2. If the raincoat is worn for any extended period of time, the badge must be displayed in the place provided on the coat.

AA. Rank Band

Gold rank bands will be displayed on the cloth caps of sergeants and above.

BB. Ribbons

Only those ribbons awarded/issued by the department may be displayed on the uniform. Replacement ribbons may be obtained from the Media Relations Office. Members issued more than one department ribbon will:

1. Display the ribbons as shown in Annex D. Ribbons will be positioned identically on department issued jackets.
2. Center the bottom ribbons an equal distance from the inner and outer edges of, and immediately above, the right shirt/jacket pocket.
3. Place the highest award/degree ribbon nearest the heart. Others will follow by order of importance, i.e., from the heart.

CC. Service Stars

Display of department approved metal service stars on the department issued jackets is optional. Service stars will be displayed as shown in Annex D.:

1. Five years of service - 1 silver star
2. Ten years of service - 1 gold star
3. Fifteen years of service - 1 gold star and 1 silver star
4. Twenty years of service - 2 gold stars
5. Twenty-five years of service - 2 gold stars and 1 silver star
- \*6. Thirty years of service - 3 gold stars

DD. Socks/Stockings

1. When in uniform, only black or dark blue socks/stockings are permitted when wearing dress style shoes or low top style tennis shoes.
2. When wearing boots that conceal the sock color, any color may be worn.

EE. Sunglasses

All sunglasses and neck straps/bands for glasses worn by on-duty officers, whether in uniform or plain clothes, must be conservative in style and non-mirrored.

FF. Tie Tacks/Tie Bar

Small gold or silver color tie tacks/bar may be worn with the department issued tie.

\*GG. Trooper-Style Cap

This cap may be worn from the beginning of October through the end of April.

HH. Turtleneck Undershirt

1. Department members may purchase and wear a navy blue turtleneck under the long sleeve uniform shirt only.
  - a. The turtleneck will be either plain or embroidered with either the white or gold "K.C.P.D." logo.
  - b. The uniform shirt collar will be open.

2. The Supply Section will maintain a listing of approved manufacturers and styles of the turtlenecks and will advise members of the locations of area suppliers.

## II. T-Shirt

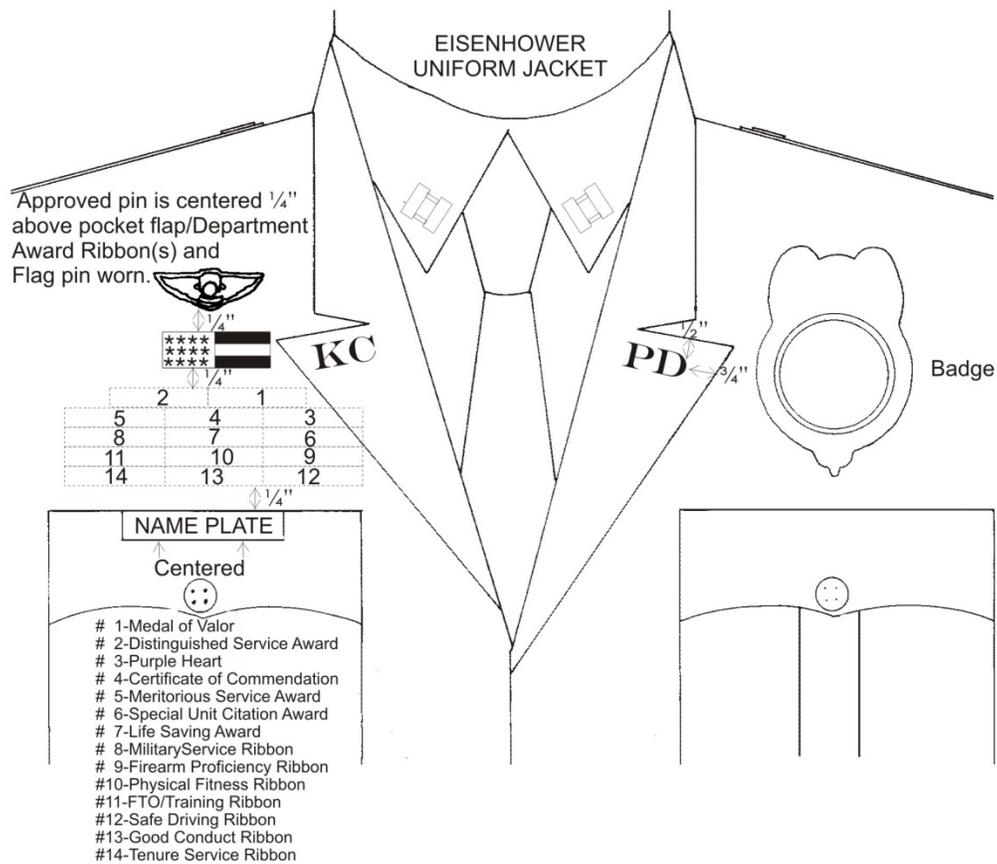
1. Uniformed officers may wear any T-shirt that is white, navy blue or black, clean, not frayed, and free of holes not specifically designed into the shirt for cooling and ventilation.
2. T-shirts of other colors may only be worn if they are not visible with the Class A or Class B Uniform.
3. Navy blue T-shirts may be worn with the blue BDU jackets.

**PERSONAL APPEARANCE**

- A. All members will maintain personal habits of cleanliness and hygiene.
- B. Hair must be neatly groomed. The length, bulk, or style will not be so excessive as to present a ragged, unkempt, or extreme appearance.
  - 1. All male members in uniform will keep their hair cut short and combed so it will not fall over the ears or eyebrows, nor will it touch the collar except for the closely cut hair at the back of the neck.
  - \*2. All female members in uniform will wear their hair in conservative styles that do not extend below the bottom edge of the shirt collar. Hair longer than collar length will be in a bun, ponytail, or pig tails. Only navy blue or black conservative hair accessories will be worn.
  - 3. Members in uniform may wear a wig or hairpiece if it conforms to the hair grooming standards.
  - 4. Hairstyles and hair colors of all law enforcement and civilian members must be conservative in keeping with a professional image.
- C. All male members may wear sideburns that are neatly trimmed. The base must be a clean-shaven horizontal line and will not extend below the lowest portion of the ear. Sideburns will not be flared more than one-fourth inch from the natural width at the top.
- D. Facial Hair
  - 1. All male members in uniform will keep their face clean-shaven unless they desire to wear a moustache. Moustaches will be neat and will not extend beyond the corners of the mouth.
  - 2. Only non-sworn male members are permitted to have beards.
  - \*3. Sworn members who believe they have a condition (e.g., pseudofolliculitis barbae) that prevents them from shaving will:
    - a. Have their physician, dermatologist, or physician assistant complete the Certification of Health Care Provider For Employee's Own Serious Health Condition, Form 162A P.D.
    - b. Forward the Certification of Health Care Provider For Employee's Own Serious Health Condition, Form 162A P.D., to the Human Resources Division.

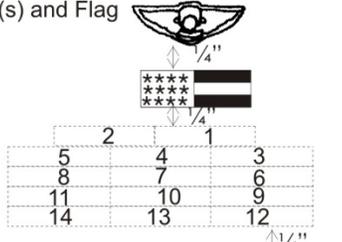
- \*c. The Human Resources Division will approve, deny, or request additional information from the health care provider.
  - \*d. If approved, the Human Resources Division will notify the member's chain of command.
  - \*e. Beards cannot exceed one-fourth inch.
- E. Fingernails must not be excessive in length that might interfere with the safe operation of equipment or constitute a safety hazard (i.e., firing the handgun/shotgun, handcuffing, becoming involved in physical altercations, etc.). If fingernail polish is worn, the color must be conservative.
- F. Makeup of female members must be conservative.
- \*G. Tattoos will not be displayed if they are profane, offensive, or suggestive. Tattoos are prohibited on the face and head.
- H. Jewelry
1. Necklaces will not be visible when worn with any police designated uniform.
  2. Visible piercing ornaments, other than earrings, are strictly prohibited by all members working on-duty, or representing the police department at a law enforcement related or department sponsored event or off-duty job, and whether in uniform or civilian attire.
  3. Female members may only wear one pair of small stud earrings with any uniform. Male members may only wear earrings when in undercover assignments.

UNIFORM DISPLAY



SHORT/LONG SLEEVE SHIRT  
WHEN WORN WITHOUT UNIFORM JACKET

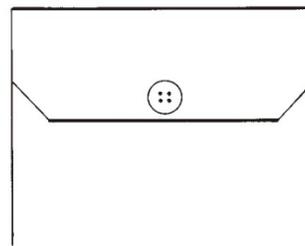
Collar insignias are positioned identically on the short/long sleeve shirt. Approved pin is centered 1/4" above pocket flap/Department Award Ribbon(s) and Flag pin worn.



- NAME PLATE**  
Centered on pocket flap
- # 1-Medal of Valor
  - # 2-Distinguished Service Award
  - # 3-Purple Heart
  - # 4-Certificate of Commendation
  - # 5-Meritorious Service Award
  - # 6-Special Unit Citation Award
  - # 7-Life Saving Award
  - # 8-Military Service Ribbon
  - # 9-Firearm Proficiency Ribbon
  - #10-Physical Fitness Ribbon
  - #11-FTO/Training Ribbon
  - #12-Safe Driving Ribbon
  - #13-Good Conduct Ribbon
  - #14-Tenure Service Ribbon

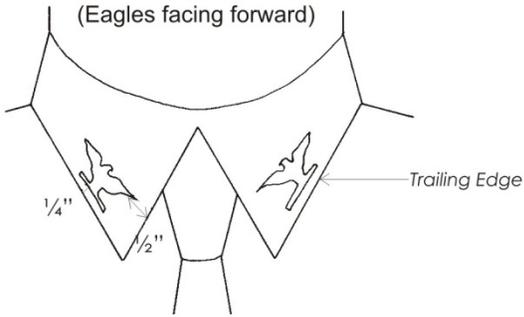
Tie will not be worn with short sleeve shirt.

TIE TACK/BAR



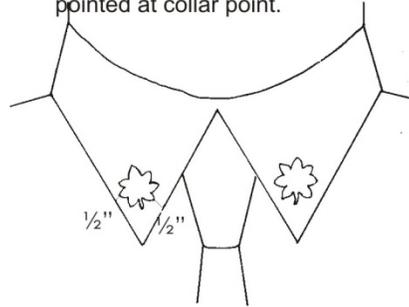
-Chief of Police-

Rank insignia is positioned with the bottom parallel to the trailing edge of collar.  
(Eagles facing forward)



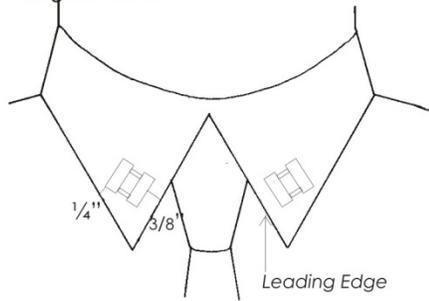
-Deputy Chief- Silver Leaf  
-Major- Gold Leaf

Rank insignia is positioned with leaf stem pointed at collar point.

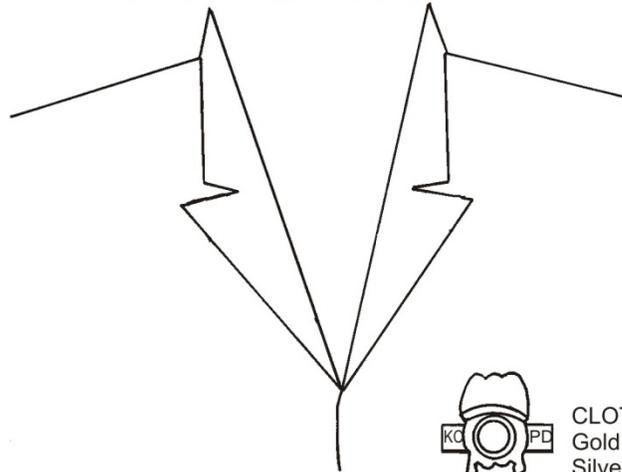


-Captain-

Rank insignia is positioned parallel to leading edge of collar.



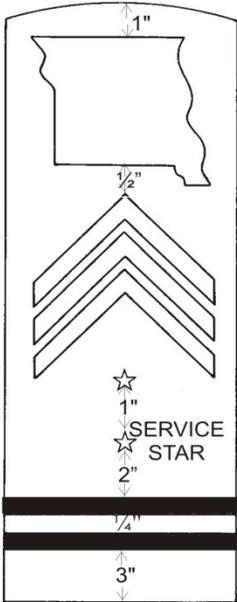
UNIFORM REQUIRING CLOTH BADGE



CLOTH BADGE

Gold color for commander/supervisor.  
Silver color for officers.

EISENHOWER UNIFORM JACKET

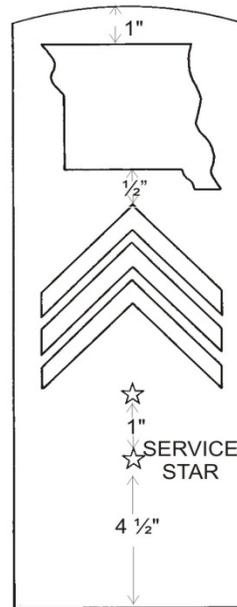


**JACKET SLEEVES**  
 No department patch on right sleeve.  
 Service stars are worn on left sleeve.

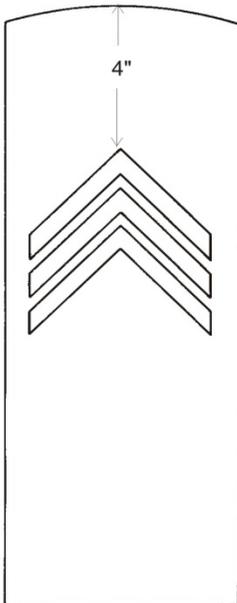
**DEPARTMENT PATCH**  
 Top of department patch is centered and 1" down from the shoulder seam.

**CHEVRONS**  
 Chevrons are centered and top of point is 1/2" down from bottom of department patch.  
 Sleeves without department patch, chevrons are centered and top of point is 4 1/2" down from shoulder seam.

DUAL-PURPOSE (NYLON) JACKET

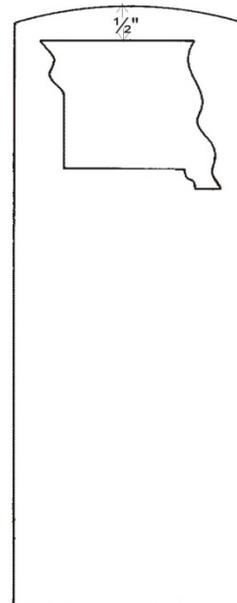


UNIFORM SHIRT SLEEVE



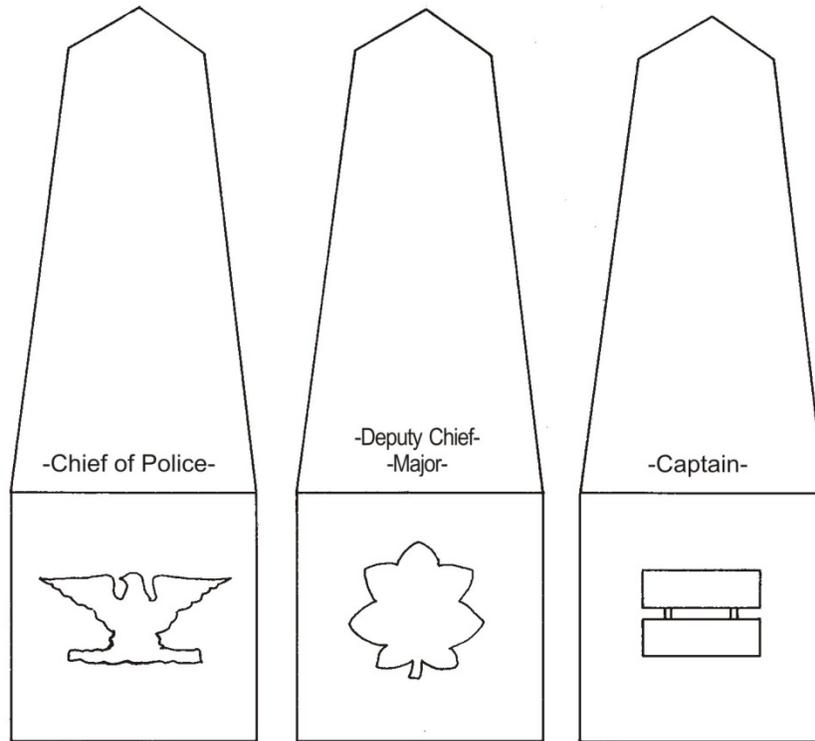
**CHEVRONS**  
 Chevrons on short/long sleeve shirts are centered and top of point is 4" down from shoulder seam.

UNIFORM SLEEVE REQUIRING DEPARTMENT PATCH-LEFT SLEEVE ONLY



**DEPARTMENT PATCH**  
 Top of department patch is centered and 1/2" down from the shoulder seam.  
**CHEVRONS**  
 Chevrons are not displayed on uniforms requiring department patch.

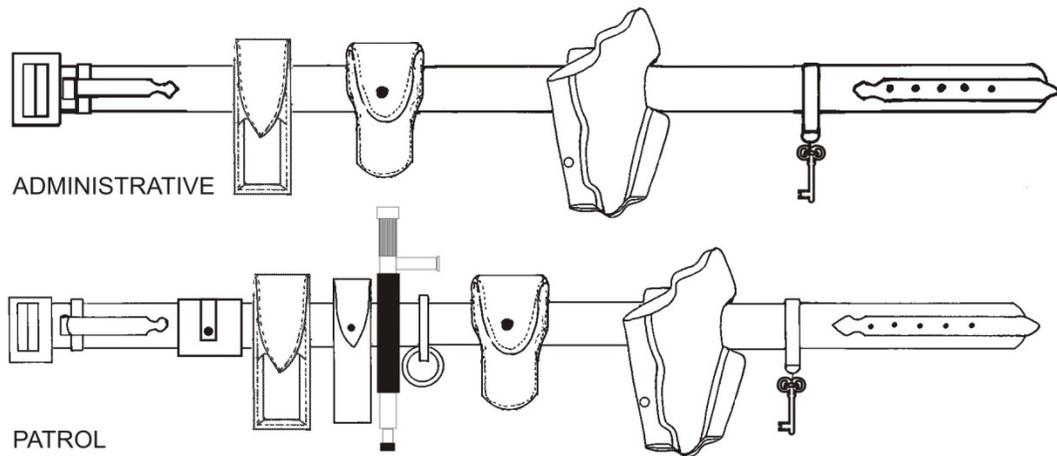
PLACEMENT OF RANK INSIGNIA ON THE EPAULET OF THE UNIFORM JACKET



All rank insignia are centered on the outer square of the epaulet.

-Chief of Police- and -Captain- insignia are positioned parallel to the outer edge of the square.

-Deputy Chief- and -Major- are positioned with the leaf stem directed at the outer edge of the square.



Left-handed officer's equipment will be placed in reverse order.

Issued radio holder and cap holder may be positioned for officers convenience.

**UNIFORM STANDARDIZATION COMMITTEE**

- \*A. Members requesting modification or additions to the current issued uniform and/or equipment will contact the Supply Section to determine if the requested change to the uniform has been approved. If the request has not been approved, the member will submit a written request through their chain of command to the Uniform Standardization Committee Chairperson. The request will include research on the item in addition to the specifics of the item (i.e., designs, pictures, diagrams, and costs).
  
- B. The Uniform Standardization Committee will review all requests for changes in equipment, uniform, civilian clothing, and personal appearance. In addition, all items requested for test purposes will be approved by the Committee before testing is conducted. Recommendations by the Committee will be forwarded to the Chief of Police for approval.
  
- C. The Uniform Standardization Committee will be comprised of the following members:
  - 1. Chairperson (Appointed by the Chief of Police)
  - 2. Patrol Bureau representative (Appointed by the Patrol Bureau Commander)
  - 3. Administration Bureau representative (Appointed by the Administration Bureau Commander)
  - 4. Investigations Bureau representative (Appointed by the Investigations Bureau Commander)
  - 5. Financial Services Unit Commander
  - 6. Purchasing Section Supervisor
  - 7. Supply Unit Supervisor
  - 8. Research and Development Division representative (Appointed by the Research and Development Unit Commander)