



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT JACKSON  
2400 JACKSON BOULEVARD  
FORT JACKSON, SOUTH CAROLINA 29207-5015

IMFJ-ZA

21 October 2019

MEMORANDUM FOR ALL PERSONNEL, U.S. ARMY GARRISON, FORT JACKSON

SUBJECT: USAG Policy Memorandum #5 - Standards of Civilian Dress and Prohibited Attire

1. REFERENCE.

- a. AR 600-20, Army Command Policy, 6 November 2014.
- b. AR 215-1, Military Morale, Welfare, and Recreational Programs and Non-Appropriated Fund Instrumentalities, 24 September 2010.

2. APPLICABILITY. This policy applies to all Army Civilians, Family members, contractors, and other personnel who work in any U.S. Army facility, worksites or serviced at Fort Jackson.

3. INSTALLATION POLICY. This policy provides a dress code for all patrons of facilities and civilian employees to ensure that a standard exists for all facilities and workplaces. Individuals failing to meet prescribed dress standards will be refused admittance to facilities located within the installation. Department of the Army Civilian (DAC) employees will adhere to the standards of dress reflected in paragraph 3c., items 1-2.

- a. The wearing of civilian attire is a matter of personal pride. No order or policy could possibly address all that is acceptable or unacceptable in civilian clothing. Wearing civilian clothing that presents a conservative, clean, inoffensive, and neat appearance is the standard for personnel assigned to Fort Jackson.
- b. Installation Facilities. Individuals who utilize installation facilities are entitled to enjoy an atmosphere that is comfortable and pleasant. To maintain such an atmosphere, patrons must dress in an appropriate manner consistent with this policy.
  - (1) Civilian Attire. The following items of civilian clothing are not authorized in or on Fort Jackson facilities at any time:
    - (a) Clothing with obscene, sexually suggestive, vulgar, or distasteful language.
    - (b) Clothing with depictions of any illicit drug, drug paraphernalia, or illegal activity.

(1) Civilian Attire. The following items of civilian clothing are not authorized in or on Fort Jackson facilities at any time:

- (a) Clothing with obscene, sexually suggestive, vulgar, or distasteful language.
- (b) Clothing with depictions of any illicit drug, drug paraphernalia, or illegal activity.

- (c) Clothing with disparaging or offensive remarks, comments or statements about the United States Government.
- (d) See-through garments, clothing that exposes midriffs, underwear worn as outerwear, clothing that exposes under garments, revealing clothing such as short-shorts, short skirts, and halter tops. Shorts will have a length approximately one-third of the length from the top of the inseam to the top of the knee. Skirts will have a length that falls no shorter than half-way to the top of the knee from the bottom of the buttocks.
- (e) Trousers or shorts that sag below the underwear line.
- (f) Cut-off shorts with visible pocket linings.
- (g) Swim suits (except in pool areas) and no thongs or super-brief bikini briefs authorized in the swim suit areas.
- (h) Headgear related to gang affiliation.
- (i) Hair curlers and/or rollers unless covered with a scarf.
- (j) Soiled, stained, torn, worn, or cut clothing.
- (k) Shoes, boots, or sandals are required in all facilities. Bare feet are not allowed at any time except in pool and water park areas.

c. DACs and contractors:

- (1) Are expected to comply with reasonable dress and grooming standards based on comfort, productivity, health, safety, and type of position occupied/work environment. Employees are expected to dress modestly, as appropriate to a professional business-like atmosphere. All employees will maintain personal cleanliness. Skirts are to be no shorter than mid-thigh. Blue jeans may be worn if they are appropriate. This is interpreted to mean that they are clean, have no holes or the appearance of holes, and present a neat appearance. Blue collar employees' attire may have minor imperfections due to the type of work they perform.
- (2) Other kinds of unusual clothing, such as extremely short mini-skirts, short shorts, see-through blouses/shirts, tank tops, muscle shirts, fish net tee shirts, and gym clothing are also inappropriate to wear in the workplace. Tank tops, muscle shirts, and fish net tee shirts are appropriate for wear if not worn as a singular outer garment (ex: sweater worn on top of tank top). Items of clothing printed with profane, suggestive words, or illustrations are likewise prohibited.

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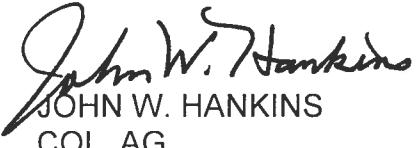
(3) If an Agency Director (i.e., Director of Resources Management) determines that an employee's clothing is inappropriate in accordance with the guidelines stated above, the director has the authority to send the employee home to change. The employee may be charged leave if sent home for inappropriate clothing.

4. The first offense of inappropriate attire in the workplace, the employee will be allowed one hour of administrative leave to go and change. Any other offenses of inappropriate attire in the workplace, the employee will be charged a form of authorized leave.

5. This policy remains in effect until cancelled or superseded in writing.

6. The proponent for this policy is the Deputy to the Garrison Commander at 803-751-7613.

7. This policy memorandum supersedes policy memorandum, subject: U.S. Army Garrison, Fort Jackson, Policy Memorandum, Standards of Civilian Dress and Prohibited Attire, dated 13 July 2017.



JOHN W. HANKINS  
COL, AG  
Commanding