

6 FAM 1950 FURNISHING UNIFORMS

6 FAM 1951 AUTHORITY

(TL:GS-1104; 6-1-85)

Authority for the furnishing of uniforms is contained in the current appropriations act for the Department of State; and in the act of August 1, 1956 (70 Stat. 890; 22 U.S.C. 2669).

6 FAM 1952 APPLICABILITY

(TL:GS-1104; 6-1-85)

Employees for whom uniforms may be furnished under the above-cited authorities are professional medical personnel serving with the Medical Program in the Department, chauffeurs whose principal assignment is to drive passenger-carrying vehicles, and any other personnel who are required by competent authority to wear uniforms.

6 FAM 1953 DETERMINATION AS TO COMPOSITION OF UNIFORMS

(TL:GS-1104; 6-1-85)

The determination as to the composition of uniforms is to be made by the Office of Medical Services for professional medical personnel; and by the General Services Division (FMO) for chauffeurs.

6 FAM 1954 MAXIMUM AMOUNTS

(TL:GS-1104; 6-1-85)

Maximum amounts which may be furnished are listed below. It is the responsibility of the authorizing officer to keep to a minimum the number and type of items furnished, both as to initial supply and replacements, consistent with the employee's duties and with factors of cleanliness and appearance. The maximum amount which may be spent annually on uniforms for each authorized employee is \$360.00. These uniforms are issued for use while on official duty, any other use is prohibited.

6 FAM 1954.1 Professional Medical Personnel

(TL:GS-1104; 6-1-85)

- a. Doctor - 3 coats.

- b. Technician - 10 uniforms.
- c. Nurse - Uniforms, lab coats, stockings, and shoes.

6 FAM 1954.2 Chauffeurs

(TL:GS-1104; 6-1-85)

- a. 2 coats, summer-weight.
- b. 2 coats, winter-weight.
- c. 4 trousers, summer-weight.
- d. 4 trousers, winter-weight.
- e. 1 topcoat or covercoat.

6 FAM 1955 REPLACEMENTS

(TL:GS-1104; 6-1-85)

Replacements of items constituting uniforms are authorized only after an inspection of such items by a responsible officer who assures that uniforms are worn or damaged and require replacement. Generally, no replacement should be required during the first year following the initial furnishing. The articles of uniform for which replacements are issued are to be turned over to the responsible officer for disposition.

6 FAM 1956 CONTROL, CUSTODY, AND MAINTENANCE OF UNIFORMS

6 FAM 1956.1 Control of Uniforms

(TL:GS-1104; 6-1-85)

All uniforms purchased by the Department for issuance to employees remain in the property of the Government. The responsible officer is to insure that proper controls and accountability records are maintained for all Government uniforms and that arrangements are made for storage of the uniforms when not in the personal custody of employees.

6 FAM 1956.2 Custody of Uniforms

(TL:GS-1104; 6-1-85)

Upon separation from the service or transfer to duties not requiring a uniform, all items of uniform are to be returned to the Department by the employees to whom they were issued. When seasonal uniforms are

furnished, the responsible office determines whether such uniforms are to be returned to the Department for storage during off-season or are to be retained by employees. When, through normal wear and tear or damage, any article of uniform is considered unusable, it may be discarded by the office concerned.

6 FAM 1956.3 Maintenance of Uniforms

(TL:GS-1104; 6-1-85)

Employees for whom uniforms are issued are responsible for keeping them clean and in good repair.

6 FAM 1957 METHOD OF PROCUREMENT

(TL:GS-1104; 6-1-85)

Uniforms are procured in accordance with the provisions of 6 FAM 1011.

6 FAM 1958 THROUGH 1970 UNASSIGNED