



DEPARTMENT OF THE AIR FORCE
AIR FORCE RECRUITING SERVICE (AETC)

8 Mar 04

MEMORANDUM FOR SQUADRON PERSONNEL

FROM: 367 RCS/CC
3990 East Bijou Street
Colorado Springs CO 80909-6806

SUBJECT: Uniform Wear Policy

1. The following are uniform guidelines for 367 RCS Headquarters personnel. Uniform requirements include service uniform with short or long sleeve shirt with or without tie/tab. BDUs will only be worn on designated "Warrior Days", and when your job of a particular day warrants it (i.e., moving furniture, heavy cleaning) or in the case of inclement weather.
2. A uniform will be worn during duty hours with the following exceptions:
 - a. Preparing for or returning from travel in GOV on extended trips (4 hours or more) or when there is no recruiter involvement on the trip
 - b. Accomplishing physical fitness or squadron intramural activity
 - c. Commander approved squadron headquarters civilian clothes day
 - d. Attending another civilian clothes appropriate activity or appointment
 - e. Excused by the Commander for other reasons.
3. Uniforms will be worn when conducting business. When faced with a decision about which uniform to wear, common sense should dictate which uniform combination is most appropriate.
4. POC is MSgt Wayne Klasen, First Sergeant, DSN 692-1243 or wayne.klasen@rs.af.mil.

A handwritten signature in black ink, appearing to read "Thomas Y. Headen".

THOMAS Y. HEADEN, Lt Col, USAF
Commander