



# Standard Operating Procedures

## Ottawa Division Veterans Association

2024-06-16

**Rational:** For ODVA veterans, who are authorized to wear the uniform upon retirement, to only purchase ceremonial replacement kit from the RCMP.

**Procedures:**

**Process for ordering and purchasing red serge uniform items**

A retired member who is authorized to wear ceremonial orders of dress, as per their 1733, and has remained in good standing should follow these steps:

1. Email the NHQ Warrant Officer for approval to purchase the uniform items that you need.

In your e-mail, please include a scanned copy of your "Retired Member ID card" and a specific list of what items you would like to purchase (see below the list of eligible items).

2. The Warrant Officer will conduct appropriate checks to ensure the retired member is entitled to wear the uniform and that they have remained in good standing after their discharge.

3. If approved, the Warrant Officer sends an e-mail to the RCMP's Uniform & Equipment Program, carbon copying the retired member, and documenting the approval of the uniform items for the retired member.

4. The Uniform & Equipment Program will contact the retired member with the overall cost of the items and the retired member will send payment, by cheque only, to UEP. Unfortunately, there are no other methods of payment accepted at this time. Cheques

need to be made out to the "*Receiver General for Canada*" and can be sent to the following address:

**RCMP – Uniform & Equipment Program (UEP)**

**Attn: Planning & Accounting Section**

**440 Coventry Road**

**Warehouse Bldg**

**Ottawa, Ontario**

**K1K 2C4**

**5. The Order will be processed by the Uniform & Equipment Program once payment has been received by UEP.**

**6. The Order is sent out via Canada Post at no charge to the retired member.**

**RCMP Kit replacement policy.**

## Process for ordering RCMP uniform items for retired members

A process has been established on how retired members can obtain ceremonial orders of dress after discharge from the Force. Often, retired members still wear their red serge for Remembrance Day, Police & Peace Officers' Memorials, Regimental Dinners, or even weddings, special anniversaries, or other relevant events. Retired members may need to update various uniform items such as a new red serge, additional stars, a different sized belt, etc...

After discharge, all purchases of eligible uniformed items from the Uniform & Equipment program are at the retired member's personal expense.

### Eligibility of retired members to purchase red serge uniform items

In order to be able to purchase uniform items from the RCMP's Uniform & Equipment program (UEP), the member must have received documented permission on their Form 1733 (Discharge Request) when they discharged to be "Eligible for wearing of uniform and for a Retired Member ID card". If a member has a "Retired Member ID card", they received permission on the 1733.

In addition, after discharge, the member must have remained in good standing to be eligible to purchase uniform items.

### Process for ordering and purchasing red serge uniform items

A retired member who is authorized to wear ceremonial orders of dress, as per their 1733, and has remained in good standing should follow these steps:

1. Contact the Warrant Officer in the Division in which you retired for approval to purchase the uniform items that you need. If you don't know who your Warrant Officer is, please reach out to your local RCMP Veterans' Association and they can provide you with the appropriate person or contact the nearest detachment.

In your e-mail, please include a scanned copy of your "Retired Member ID card" and a specific list of what items you would like to purchase (see below the list of eligible items).

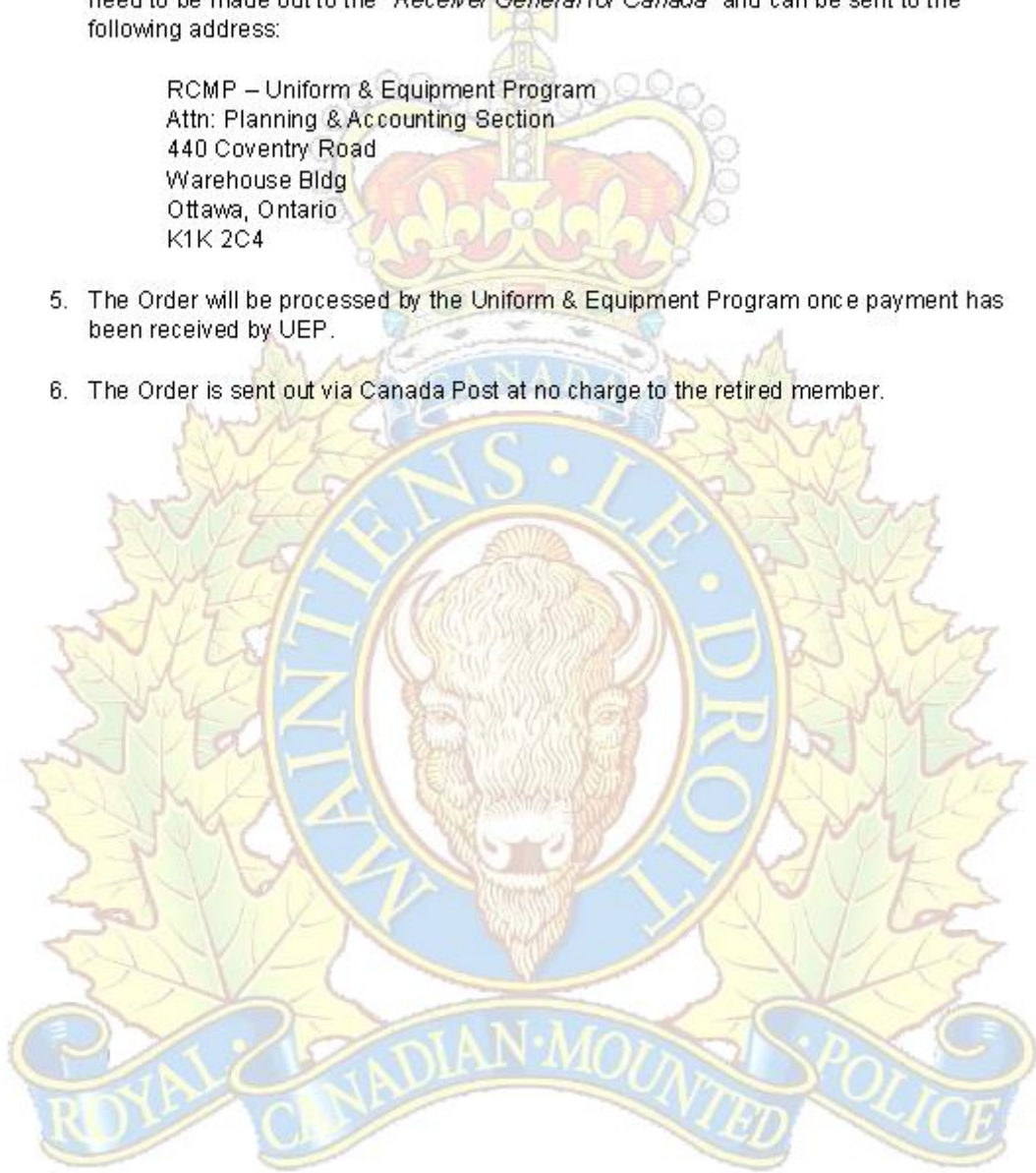
2. The Warrant Officer will conduct appropriate checks to ensure the retired member is entitled to wear the uniform and that they have remained in good standing after their discharge.
3. If approved, the Warrant Officer sends an e-mail to the RCMP's Uniform & Equipment Program, carbon copying the retired member, and documenting the approval of the uniform items for the retired member.

- a. Internal: Uniform & Equipment Program
- b. External: [Uniform\\_Equipment\\_Program@rcmp-grc.gc.ca](mailto:Uniform_Equipment_Program@rcmp-grc.gc.ca)

4. The Uniform & Equipment Program will contact the retired member with the overall cost of the items and the retired member will send payment, by cheque only, to UEP. Unfortunately, there are no other methods of payment accepted at this time. Cheques need to be made out to the "*Receiver General for Canada*" and can be sent to the following address:

RCMP – Uniform & Equipment Program  
Attn: Planning & Accounting Section  
440 Coventry Road  
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5. The Order will be processed by the Uniform & Equipment Program once payment has been received by UEP.
6. The Order is sent out via Canada Post at no charge to the retired member.



## Retired Members Entitlement

Updated 2019-07-01

<i>Item Description</i>	<i>Item #</i>	<i>Remarks</i>
<b>Walking Out/Review Order</b>		
Badge Collar	1050-001	
Badge Corporal	1300-202	
Badge Crown Arm	1350-005	
Badge Long Service Stars	1600-001	
Badge S/sgt.	1950-207	
Badge Sgt.	2025-205	
Badge Shoulder Metal	2125-005	
Badge X Pistol Crown	2145-000	
Badge X Pistol	2147-000	
Badge X Rifle Crown	2225-000	
Badge X Rifle	2275-007	
Purse Clutch	2350-009	
Band Hat Leather	2400	
Belt Ceremonial	2440	
Buckle Belt Ceremonial	2445-301	
Boots Congress Male	2625	
Boots Congress Female	2630	
Boots Long Unisex	2675	
Braces	2825-007	
Breeches Male	2875	if size still in stock
Breeches Female	2880	if size still in stock
Breeches Unisex	2890	
Cover Hat Felt	3346	
Gloves Black Unlined Female	3500	
Gloves Brown Unlined Female	3575	
Gloves Brown Unlined Male	3675	
Hat Felt	3800	
Lanyard	4050-002	
Overalls Blue Male	4925	
Sam Brown e Brown Belt	3410	
Sam Brown e Double Mag Holder	3415	
Sam Brown e Handcuff Pouch	3420-100	
Sam Brown e Holster	3425	
Sam Brown e Double "D" Ring	3455-100	
Sam Brown e Cross Strap Adjustable	3460	
Skirt Long Blue	6350	
Socks Blue Lightweight	6475	Limit 2 pair per year
Spurs Box	6525-008	
<i>Item Description</i>	<i>Item #</i>	<i>Remarks</i>
Spurs Jack w/o Leather Parts	6550-002	
Strap Hat Leather	6640-001	
Straps & Tabs Spur Regular or Long	6645	

Tunic Scarlet NCO Male	7025	Order badges entitled to wear.
Tunic Scarlet NCO Female	7030	Order badges entitled to wear.
<b>Outerwear</b>		
Cap Fur	2975	
Gloves Black Lined Female	3525	
Gloves Black Lined Male	3550	
Parka Inclement	5030	police markings removed
Liner Parka Inclement	5035	
<b>Officers</b>		In addition to above items
Officer Badge Rank Crown Embroidered	4250-109	
Officer Badge Rank Crown Small Metal	4250-150	
Officer Badge Rank Crown Large Metal	4250-400	
Officer Badge Rank Star Embroidered	4300-106	
Officer Badge Rank Star Small Metal	4300-157	
Officer Badge Rank Star Large Metal	4300-408	
Officer Badge X Sword Baton Small	4325-109	
Officer Badge X Sword Baton Large	4325-303	
Officer Badge X Sword Baton Embroidered	4350-999	
Officer Bow Tie Strap	4380-015	
Officer Cap Badge	4570-006	
Officer Cap Cloth Insp.	4580	
Officer Cap Cloth	4581-008	Special Order
Officer Cap Cloth C/Supt. A/Commr.	4585	
Officer Cap Cloth D/Commr. Commr.	4590	
Officer Cape	4595-007	Special made at HQ Tailor Shop
Officer Chain Fastener Buffalo Head	4600-002	
Officer Coat Lightweight All weather	4652	
Officer Cuff Links and Studs	4660-005	
Officer Gloves Black Unlined Male	4664	
Officer Gloves White	4665	
Officer Jacket Blue Female	4667	
Jacket Blue All Ranks Female	3973	
Officer Name Tag	4668-502	Special Order
Officer Jacket Blue Male	4670	
Jacket Blue All Ranks Male	3965	
Officer Mess Jacket and Vest Male	4672-100	Special made at HQ Tailor Shop
Officer Mess Vest	4673-100	Special made at HQ Tailor Shop
Officer Overalls Male	4674-308	For Mess Jacket and Vest
Officer Mess Jacket and Vest Female	4676-100	Special made at HQ Tailor Shop
Officer Mess Jacket	4678-100	Special made at HQ Tailor Shop
Officer Sam Browne - Belt	4700	
Officer Sam Browne - X-Strap	4702	
<b>Item Description</b>	<b>Item #</b>	<b>Remarks</b>
Officer Shirt White Formal Male	4726-006	
Officer Shirt White Formal Female	4726-500	
Officer Shirt White Formal Wing-tip Male	4727-000	

Officer Shirt White Formal Wing-tip Female	4727-500	
Officer Shoulder Boards Gold	4760	
Officer Skirt Formal Blue	4770-100	For Mess Jacket and Vest
Officer Stripes Fine Yellow - 38"	4850-009	For replacement overalls
Officer Stripes Fine Yellow - 52"	4850-100	For replacement breeches
Officer Sword Belt Gold and Purple	4875	
Officer Tunic Scarlet Female	4908-003	Special Order
Officer Tunic Scarlet Male	4909-000	Special Order
Tunic Scarlet Officer Male - Stock size	4915	
Tunic Scarlet Officer Female - Stock size	4920	
<b>Long Service Medals</b>		
Clasp Miniature Gold & Silver - 45 year	3152-100	
Clasp Miniature Gold & Silver - 40 year	3153-100	
Clasp Miniature Gold - 35 year	3155-100	
Clasp Miniature Silver	3160-100	
Clasp Miniature Bronze	3165-100	
Medal Miniature LS English	5300-100	
Medal Miniature LS French	5300-200	
Medal Miniature Peacekeeping	5310-205	
Ribbon Undress Service	8692-100	
Ribbon Undress Service Bronze	8694-100	
Ribbon Undress Service Silver	8696-100	
Ribbon Undress Service Gold - 35 year	8698-100	
Ribbon Undress Service Gold - 40 year	8699-100	