



DEPARTMENT OF THE NAVY  
COMMANDER U. S. NAVAL FORCES, JAPAN  
PSC 473 BOX 12  
FPO AP 96349-0051

COMNAVFORJAPANINST 1020.3B  
N008  
16 Jun 05

COMNAVFROJAPAN INSTRUCTION 1020.3B

Subj: CIVILIAN CLOTHING REGULATION/POLICY

Ref: (a) Manual for Courts-Martial  
(b) COMNAVFORJAPANINST 1750.2 series  
(c) U.S. Navy Uniform Regulations (NAVPERS 15665I)  
(d) CINCPACFLTINST 5440.3 series

Encl: (1) Powerpoint Presentation Illustrating Examples of Acceptable  
And Unacceptable Clothing

1. Purpose. To provide policy for appropriate civilian clothing and personal appearance on and off base within the Commander, U.S. Naval Forces, Japan (COMNAVFORJAPAN) area of responsibility (AOR).

2. Cancellation. This is a complete revision and cancels COMNAVFORJAPANINST 1020.3A; therefore, no margin notations have been included.

3. Application. This regulation/policy is applicable to:

a. All Navy personnel in the Commander, U.S. Naval Forces, Japan (COMNAVFORJAPAN) area of responsibility (AOR),

b. All Armed Forces personnel who are permanently or temporarily assigned to or enter upon commands/installations under the control of COMNAVFORJAPAN and/or tenant commands aboard commands/installations under the control of COMNAVFORJAPAN, and

c. All military family members, retirees, DoD civilians, Civilian Mariners, DoDDs teachers and students, Federal employees, contract civilians, their guests and their family members who are ten years of age or older, who are permanently or temporarily assigned to or enter upon commands and/or installations under the control of COMNAVFORJAPAN and/or tenant command aboard commands or installations under the control of COMNAVFORJAPAN.

4. Scope. This regulation/policy is a general order and carries the force and effect of such. Violation of any of the provisions of this regulation/policy may provide the basis for administrative and/or disciplinary action against all subject personnel pursuant to reference (a) and (b).

5. General

a. It is the policy of COMNAVFORJAPAN that all covered personnel will present a good public image, and maintain good order, discipline and morale appropriate to the Japan AOR. Each individual, whether military or civilian, is an ambassador of the United States and the

U.S. Navy while in this AOR. As such, individual dress, attire and conduct should reflect credit upon oneself, the U.S. Navy and the United States.

b. All officers, chief petty officers, petty officers and sponsors are expected to set high standards for the wearing of civilian clothing and personal appearance. Additionally, all individuals and especially, Officers, Chief Petty officers, Petty Officers and sponsors are to ensure personnel, adults and minors alike, under their charge and responsibility adhere to these minimum standards.

c. This regulation/policy is not intended to supplant directives issued by individual base commanders or commanding officers to accommodate local circumstances. However, in the event of a conflict between this regulation/policy and individual base or separate command directives, this regulation/policy shall take precedence. Additionally, the Director of Moral Welfare and Recreation, Manager of the Navy Exchange, Commissary Officer, Defense Commissary Agency and Principals of DoDD Schools shall ensure that this regulation/policy is enforced in their respective areas of responsibility. They will ensure that their staff and employees are trained on the contents of this policy.

6. Enforcement. Everyone is responsible for enforcing this regulation/policy and promoting good order, discipline, and morale. Military Police, Shore Patrol, and all individuals in positions of leadership (i.e. parents, teachers, managers, officers, chiefs and petty officers) will address discrepancies and, either, issue a Minor Uniform Infraction Chit, form CNFJ 1020/1, or otherwise inform the individual's command or sponsoring command when violations are observed. Persons whose appearance does not comply with this regulation/policy, and who cannot correct the discrepancy on the spot, will be refused the service they seek and will also be directed to return to their command, quarters or residence to improve their personal clothing/appearance.

#### 7. Prohibited Civilian Clothing

a. Clothing which has been altered, or worn in a manner to present an abbreviated covering, or sexually provocative appearance is prohibited.

b. Any garment, to include caps and hats, inscribed, printed or bearing patches with slogans, words, pictures, symbols or print which; may be interpreted by a reasonable person to be profane, sexually suggestive or obscene and that may be interpreted as directly and clearly derogatory to any ethnic, racial, religious group, to any military service or nation, or to the flag, logo or symbol of any nation is prohibited. This includes garments that are supportive of or oriented towards the glamorization of alcohol abuse, or any other illegal activity, including the use of illegal or illicit drugs.

c. Clothing which is obviously soiled, torn, or excessively worn or frayed is prohibited.

d. Hair nets, wave-caps/do-rags, handkerchiefs, bandannas, or nylon socks on the head are prohibited (even if under a cap) outside of

living quarters except while participating in sports or physical training activities. Females may wear scarves (not bandanas) on the head if done so in a conservative, fashionable manner.

8. Civilian Clothing. Every individual subject to this regulation/policy is responsible to ensure their clothing and appearance are appropriate for the occasion. Current styles and fashions that are neat, clean and in good taste are authorized. The size and fit of all clothing will display a neat appearance and will not be excessively over or undersized (see enclosure (1)). The following minimum dress code standards, while not all-inclusive, are provided.

a. Footwear. Appropriate serviceable footwear will be worn.

(1) Shoes with laces will be tied.

(2) Sandals (including those without a back strap) and casual styles of footwear are appropriate and may be worn with or without socks.

(3) Shower shoes (made entirely of plastic or rubber material as shown in enclosure (1), dive booties, bare feet, etc., are appropriate in living quarters and at recreational beaches and swimming pools, otherwise, they are not appropriate and are prohibited.

b. Shirts/Blouses

(1) T-shirts (other than undershirts) may be worn as outerwear.

(2) Undershirts, tank top style athletic shirts/jerseys, and swimsuit tops are not appropriate outerwear (except while participating in picnics, athletic events, or while at the pool or beach).

(3) Basketball tank top type jerseys that are not excessively large are acceptable if worn with a t-shirt underneath.

(4) Sleeveless sundresses and blouses and similar styles of female clothing are considered to be appropriate attire.

(5) Professional uniform style baseball, football, basketball, etc., jerseys with sleeves are acceptable but they must not be excessively oversized.

(6) For women, modest halter-top, strapless top, tank top and t-shirt style shirts/blouses (which expose no more than one inch of the midriff) are acceptable.

c. Trousers, Shorts and Skirts/Dresses

(1) Trousers, shorts and skirts/dresses should be of a length, fit and style to maintain proper modesty.

(2) Skirts/dresses/shorts shall not expose any skin above the middle of the thigh.

(3) Also prohibited are trousers, shorts or skirts/dresses that expose any portion of the underwear or buttocks as well as those that

are excessively "baggy" or hanging off the buttocks.

(4) Skirts/dresses, trousers, blue jeans and shorts that have not been properly hemmed are prohibited.

d. Military clothing. Organizational clothing is not authorized for wear with or as civilian attire.

e. Beach/Athletic attire. Beach attire is prohibited in mess halls, retail stores, and clubs, restaurants and working spaces. This includes, but is not limited to, the NEX, commissary, theaters, libraries, snack bars, bowling alley, hospital, medical and dental clinics, or other similar establishments. Athletic attire can be described in two categories, active wear and casual wear (see enclosure (1)). Active wear is prohibited in mess halls, retail stores, and clubs, restaurants and working spaces. This includes, but is not limited to, the NEX, commissary, theaters, libraries, snack bars, bowling alley, hospital, medical and dental clinics, or other similar establishments. Casual wear is allowed as long as it is neat, clean and presentable. Running shorts, bicycle shorts are obviously active wear. Sweat pants can be both active and casual. If the sweat pants were just worn while working out, then they are active wear. If they are clean and the wearer is going to go shopping in them, then they can be considered casual wear. Athletic wear can be worn on or off-base, outside your quarters/residence, only when the wearer is engaged in an athletic event or sports/physical training activity or is en route directly to or from such an event or activity.

(1) Bathing/swim suits or other water sports/beach attire may be worn only for swimming, sunbathing, or sports activities in the immediate vicinity of a beach, pool or quarters. While in transit to or from quarters to any area in which a swimsuit/beach attire is authorized, appropriate outer clothing will be worn. This includes transiting to or from the base.

(2) Although basketball tank top type jerseys are acceptable if worn with a t-shirt underneath, when worn with matching shorts this combination is deemed as athletic attire.

(3) Baseball style caps may be worn.

f. Tattoos, Body Art, and Brands. The display of tattoos, body art, and brands that are prejudicial to good order, discipline, and moral or are of a nature to bring discredit upon the U.S. Navy is prohibited. Active duty personnel will be guided by reference (c).

g. Earrings. Current earring styles and fashions for both men and women that are neat, clean and in good taste are authorized. For active duty men, earrings are discouraged, although they may be worn off base, in a non-duty status, and when not participating in a military -sponsored event.

h. Body Piercing and Hair

(1) Body piercing is not authorized for active duty personnel in civilian attire when in a duty status or while in/aboard any ship, craft, aircraft, or in any military vehicle or within any base or other

place under military jurisdiction, or while participating in any organized military recreational activities. Body piercing for any individual subject to this instruction that appears excessive and brings undue attention or makes the individual a spectacle is prohibited and is unauthorized.

(2) Outrageous hair styling or coloring is unauthorized. Military personnel will comply with the hair/grooming standards promulgated in reference (c).

9. Action. Commanding Officers will ensure that the provisions of this regulation/policy are widely publicized and that newly reporting personnel are properly briefed on the prohibitions and restrictions contained herein.



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COMNAVFORJAPAN Website; [www.cnfj.navy.mil](http://www.cnfj.navy.mil)

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# CNFIJ Civilian Clothes Guidelines

“...personnel will present a good public image, and maintain good order, discipline and morale appropriate to the Japan AOR.”



“Each individual, whether military or civilian, is an ambassador of the United States and the U.S. Navy while in this AOR. As such, individual dress, attire and conduct should reflect credit upon oneself, the U.S. Navy and the United States,”



COMNAVFORJAPANINST 1020.3B

# **CNFJ Civilian Clothes Guidelines**

**This presentation has been designed to clarify and educate personnel of appropriate civilian attire acceptable in the AOR. While not all inclusive, the goal is to clarify questionable attire. First and foremost, the standard ALWAYS includes a neat and clean appearance.**

# CNFI Civilian Clothes Guidelines



Shower Shoe: A rubber, water resistant sandal commonly worn while using and transiting to common showers on board ships/barracks or informal foot wear around your home.

Prevents the spread of foot fungus and is a Navy uniform item. Not suitable for wear outside your living quarters.



# CNFJ Civilian Clothes Guidelines



**These are okay!**

# CNFJ Civilian Clothes Guidelines

## Sportswear!



This is Active Wear for PT and the Gym



This is Casual Wear

# CNFJ Civilian Clothes Guidelines

## Sportswear!



This is Active Wear for PT and the Gym



This is Casual Wear

# CNFJ Civilian Clothes Guidelines

What about these? These are all Athletic Casual Wear and OK.

Black/Cream

Cream/



The distinction between Athletic Active and Casual wear can be close.

# CNFJ Civilian Clothes Guidelines

The distinction between Athletic Active and Casual wear can be close.

1. Clothes that were meant to work out in and only work out in are Active wear and should only be worn working out or in the gym.
2. There are some clothes that can be worn in public and also be worn to work out in. If those clothes are neat, clean and presentable, they can possibly be casual wear. But, if you just wore those same clothes to work out in, don't expect to go into the Navy Exchange or any other outlet in that category.

# CNFJ Civilian Clothes Guidelines



Need further guidance?

Your pants/skirt should cover whatever is under them.

# CNFJ Civilian Clothes Guidelines

PANTS! This is Too Baggy?



# CNFJ Civilian Clothes Guidelines

## SKIRTS!

Too Short



OK



# CNFIJ Civilian Clothes Guidelines

## Other Unacceptable Garments



Undershirts



Do-Rag

# CNFJ Civilian Clothes Guidelines

## Inappropriate Wear



Frayed Pants, Pants too long, and showing too much midriff.

# CNFJ Civilian Clothes Guidelines

## Appropriate Wear



Pants not too long, T-Shirt under Basketball Jersey, showing less than 1 inch of midriff.

# CNFJ Civilian Clothes Guidelines

For those of you who are already within the policy, thanks!  
It is simply a matter of pride.

