

**BY ORDER OF THE
SECRETARY OF THE AIR FORCE**

AIR FORCE INSTRUCTION 36-2903

January 15, 2025

***DRESS AND APPEARANCE STANDARDS
PERSONNEL***



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: This publication is available for downloading from the e-Publishing website at www.e-publishing.af.mil.

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: **SAF/IG** Certified by: AF/CV (General Larry O. Spencer)
Pages: 10

1. OVERVIEW

1.1. This Air Force Instruction (AFI) establishes the standards for dress and personal appearance of Air Force personnel. It implements Air Force Policy Directive (AFPD) 36-29, Military Standards, and applies to all Regular Air Force members, Air Force Reserve Command (AFRC) members, Air National Guard (ANG) members, retired members, and civilian employees. Compliance with this publication is mandatory. All members must maintain a high standard of dress and personal appearance while wearing the Air Force uniform or civilian clothes in an official capacity. The standards presented in this AFI are not all-inclusive. Rather, they establish the minimum requirements for proper dress and appearance. Leaders at all levels must exercise good judgment in enforcing these standards and must ensure all personnel under their command comply with both the letter and spirit of this instruction.

1.2. The Air Force uniform and its various components represent the service's heritage, professionalism, and commitment to excellence. Personnel will wear the Air Force uniform as outlined in this instruction. The uniform must be neat, clean, pressed, and serviceable at all times. Members will not wear uniform items that are damaged, faded, stained, or otherwise present an

unprofessional appearance. All uniform combinations must be in accordance with this AFI and worn in the manner prescribed. Uniform items will not be altered or modified except as authorized by this instruction or subsequent Air Force directives. Installation commanders or equivalent may prescribe local standards for uniform wear and appearance that are more restrictive than those outlined in this instruction.

1.3. The dress and appearance standards outlined in this instruction reflect Air Force culture and have evolved through years of experience. These standards promote uniformity, good order, and discipline while reinforcing the military hierarchy and providing a distinctive Air Force identity. The standards also consider safety, functionality, and professional image in both garrison and deployed environments. Members must exercise common sense and good judgment when interpreting and applying these standards. When in doubt about the appropriateness of certain dress and appearance choices, members should consult their chain of command for clarification and guidance. The chain of command is responsible for determining compliance with this instruction and enforcing its provisions.

1.4. This instruction provides specific guidance on the proper wear and maintenance of all authorized Air Force uniforms, including service dress, utility uniforms, physical training gear, and organizational clothing. It also establishes standards for personal grooming, accessories, jewelry, tattoos, body piercing, and civilian clothing worn in official capacities. The instruction includes detailed specifications for uniform items, proper placement of insignia and badges, and circumstances under which various uniform combinations may be worn. Additionally, it addresses special uniform situations such as maternity wear, religious accommodation requests, and medical exceptions to policy.

1.5. Unit commanders or equivalent must ensure all personnel are trained on the contents of this instruction and maintain compliance with its requirements. They must conduct periodic inspections to verify proper uniform wear and appearance standards are being met. Commanders have the authority to be more restrictive than this instruction based on mission requirements, but they may not be less restrictive. They must also ensure all personnel have access to the current version of this instruction and any supplemental guidance specific to their organization or installation. Violations of the standards outlined in this instruction may result in administrative action, disciplinary action under Article 92 of the Uniform Code of Military Justice (UCMJ), or both.

1.6. Changes to this instruction must be reviewed and approved through appropriate channels before implementation. Major Commands (MAJCOMs) may supplement this instruction with additional guidance specific to their command's mission requirements, but such supplements must be consistent with the basic intent of this instruction. Supplements must be coordinated through appropriate functional managers and approved by the Air Force Personnel Center's Services Directorate (AFPC/DP) before publication. All proposed changes to basic appearance and uniform standards must be submitted through command channels to the Air Force Uniform Board for consideration and approval. The Air Force Chief of Staff is the approval authority for changes to basic uniform policy.

2. RESPONSIBILITIES

2.1. The Deputy Chief of Staff for Manpower, Personnel, and Services (AF/A1) develops, coordinates, and executes personnel policy and essential procedural guidance for the management of dress and appearance standards across the Total Force. This office maintains primary responsibility for interpreting uniform policy and provides clarification to Major Commands (MAJCOMs) and field units as required. AF/A1 coordinates with the Air Force Uniform Office (AFUO) to ensure all uniform items meet specifications and standards before approval for wear. Additionally, this office reviews and processes all uniform change requests through proper channels and maintains historical documentation of uniform board decisions.

2.2. Major Command (MAJCOM) Commanders implement and enforce dress and appearance standards within their respective commands. They establish supplementary guidance for unique operational requirements or mission-specific uniform needs when authorized by this instruction. MAJCOM Commanders must ensure all supplementary guidance aligns with core Air Force standards and receive proper authorization through AF/A1 before implementation. They are responsible for conducting periodic assessments of uniform wear and appearance standards compliance within their commands and reporting significant trends or issues to AF/A1.

2.3. Installation Commanders and equivalent enforce dress and appearance standards for all Air Force members within their jurisdiction, regardless of MAJCOM affiliation. They establish local supplement guidance when necessary to address installation-specific requirements, climate considerations, or mission-specific needs. Installation Commanders must ensure proper wear and maintenance of uniforms through regular inspections and feedback mechanisms. They are authorized to implement more restrictive standards when required for safety, security, or mission accomplishment, provided these requirements do not conflict with this instruction or higher headquarters directives.

2.4. Unit Commanders and supervisors maintain primary responsibility for ensuring all personnel under their command comply with dress and appearance standards. They must conduct regular inspections, provide immediate correction for violations, and document recurring issues through appropriate channels. Unit Commanders establish and maintain grooming standards accountability programs within their units, ensuring all members understand and adhere to current regulations. They are responsible for approving or disapproving certain uniform wear exceptions based on duty requirements, medical conditions, or religious accommodation requests within their authority.

2.5. First Sergeants serve as the primary advisors to unit commanders on all matters relating to dress and appearance standards. They conduct regular uniform inspections, provide guidance on proper wear and maintenance, and address violations through appropriate channels. First Sergeants maintain expertise in current dress and appearance regulations, including changes and updates, and serve as subject matter experts within their units. They coordinate with unit commanders to ensure consistent enforcement of standards and provide mentorship to junior enlisted members regarding professional military appearance.

2.6. The Air Force Uniform Office (AFUO) serves as the primary authority for uniform design, development, and testing. This office coordinates with industry partners to ensure uniform items meet quality standards, durability requirements, and operational needs. AFUO conducts wear tests, evaluates feedback from the field, and makes recommendations for uniform improvements or modifications. They maintain technical specifications for all authorized uniform items and provide expertise during the uniform board decision-making process. Additionally, AFUO coordinates with sister services to ensure interoperability of uniform items when required for joint operations.

2.7. Individual Airmen maintain ultimate responsibility for their professional appearance and adherence to all dress and appearance standards. They must maintain proper fit, cleanliness, and serviceability of all uniform items and ensure compliance with grooming standards at all times. Airmen are required to maintain sufficient serviceable uniforms to meet duty requirements and replace unserviceable items promptly. They must stay informed of current regulations and changes through official channels and seek clarification when necessary through their chain of command.

2.8. Military Training Instructors (MTIs) and Professional Military Education (PME) instructors establish and reinforce fundamental dress and appearance standards during initial training and throughout an Airman's career. They provide detailed instruction on proper uniform wear, maintenance, and grooming standards. MTIs and PME instructors evaluate compliance, document deficiencies, and provide corrective training as needed. They serve as role models for dress and appearance standards and maintain the highest levels of professional military appearance.

2.9. The Air Force Personnel Center (AFPC) maintains and updates official dress and appearance guidance through electronic publications and websites. AFPC coordinates with AF/A1 to ensure accurate dissemination of policy changes and clarifications. They process exception to policy requests, maintain records of approved deviations, and provide technical assistance to field units regarding interpretation of standards. AFPC also coordinates with the Air Force Service Center to address uniform-related inquiries and maintain consistent application of standards.

2.10. Security Forces personnel enforce dress and appearance standards through installation entry control points and random inspections within their jurisdiction. They maintain authority to deny installation access to individuals not in compliance with basic uniform standards and report violations to appropriate command channels. Security Forces personnel coordinate with unit commanders and first sergeants to address recurring violations and ensure consistent enforcement of standards across the installation.

2.11. Medical authorities evaluate and document medical conditions that may require temporary or permanent deviation from standard dress and appearance requirements. They provide appropriate documentation through AF Form 469 or other authorized means to support exception to policy requests. Medical authorities coordinate with unit commanders and first sergeants to ensure proper accommodation of medical conditions while maintaining professional military appearance standards to the maximum extent possible.

2.12. The Installation Military Personnel Flight (MPF) processes administrative actions related to dress and appearance standards, including religious accommodation requests and

exception to policy documentation. They maintain records of approved deviations, coordinate with unit commanders on implementation of special authorizations, and provide guidance on administrative requirements for uniform wear. MPF personnel ensure proper documentation is maintained in personnel records and provide assistance with interpretation of regulatory guidance when requested.

3. PROCEDURES

3.1. General Appearance Standards. All Airmen must maintain a professional military image while in uniform. Members will present a clean, well-groomed appearance at all times. Uniforms will be clean, neat, and pressed as necessary. All uniform items must be maintained in serviceable condition with proper fit. Badges, insignia, and other accouterments must be properly placed and maintained in accordance with AFI 36-2903. Airmen must ensure that shirts are tucked in properly, all buttons except the neck button are secured, and shoes are cleaned and polished. When in uniform, members will not place hands in pockets except to retrieve items. Personnel will maintain proper military bearing and present a professional image that reflects Air Force core values and upholds military tradition.

3.2. Hair Standards for Male Airmen. Male Airmen's hair must present a tapered appearance on both head and neck. Hair will not exceed 2 inches in bulk, regardless of length and ¼ inch at natural termination point. Hair will not touch the ears or protrude below the front band of properly worn headgear. Cleanly shaven heads, military high-and-tight, or flat-top cuts are authorized. Faddish hairstyles such as mohawks, mullets, or etched designs are prohibited. Sideburns will not extend below the bottom of the orifice of the ear and will end in a clean-shaven horizontal line. The face must be clean-shaven except for authorized mustaches, which will not extend beyond the corners of the mouth or upper lip line.

3.3. Hair Standards for Female Airmen. Female hair will be styled to present a professional appearance and allow proper wear of headgear. Hair must not extend below the bottom edge of the collar while in uniform. Hair accessories must match the individual's hair color and cannot exceed two inches in width. Minimum hair length is ¼ inch, and maximum bulk must not exceed 3½ inches from scalp. Hair must be secured with no loose ends. Bangs, if worn, must not touch the eyebrows. Braids, micro-braids, cornrows, and twists are authorized but must be of uniform dimension, small in diameter (approximately ¼ inch), and present a neat, professional appearance. Multiple braids must be uniform in size and evenly spaced.

3.4. Uniform Wear Guidelines. Service members must ensure proper wear and maintenance of all authorized uniforms. The Operational Camouflage Pattern (OCP) uniform must be serviceable, wrinkle-free, and worn with authorized coyote brown boots. Name tapes, U.S. Air Force tapes, and rank insignia must be properly affixed using spice brown embroidery. Airmen will wear a basic sand-colored t-shirt under the OCP coat. The uniform must be worn with the trousers bloused over combat boots. All patches and badges must be properly aligned and sewn on with matching thread. The OCP patrol cap will be worn squarely on the head with no hair protruding

from front of cap. During cold weather operations, authorized outer garments may be worn as prescribed.

3.5. Physical Training Uniform Standards. The Physical Training Gear (PTG) consists of Air Force PT shorts, t-shirt, jacket, and pants. The PTG must be worn as a complete set during organized PT events. Shorts must be worn properly at the waist and must not extend below the top of the knee. The PT shirt will be tucked into shorts during organized PT events and may be worn outside the shorts when participating in individual PT. Athletic shoes must be worn with the PTG and will be conservative in nature. Socks must be white or black and may display small conservative logos. During cold weather, the PT jacket and pants may be worn over the shorts and t-shirt.

3.6. Accessory and Jewelry Standards. Jewelry worn in uniform must be conservative and present a professional appearance. Male Airmen may wear one ring and one watch while in uniform. Female Airmen may wear one ring per hand, one pair of conservative earrings (worn in lower earlobes only), and one watch. Medical alert bracelets and traditional identification bracelets are permitted. Necklaces, if worn, must not be visible. Smartwatches and fitness tracking devices are authorized if conservative in appearance and color (black, dark blue, brown, or metallic). Eyeglasses and sunglasses must be conservative in design without ornamentation and may not be worn on top of the head.

3.7. Tattoo and Body Modification Policy. Tattoos or brands anywhere on the body that are obscene, advocate sexual, racial, ethnic, or religious discrimination, or that are prejudicial to good order and discipline are prohibited. Tattoos may not be visible above the neck or extend below the wrist bone while wearing any Air Force uniform. Hand tattoos are limited to one single-band ring tattoo on one finger. Body modifications such as tongue splitting, tooth filing, or foreign objects inserted under the skin are prohibited. Dental ornamentation and body piercing (other than authorized female earrings) are not allowed while in uniform or while performing official duty in civilian attire.

3.8. Duty Uniform Care and Maintenance. All uniform items must be maintained according to care label instructions. OCPs will be laundered using mild detergent and warm water, turned inside out before washing, and dried at medium temperature. Remove items from dryer immediately to prevent excessive wrinkles. Boots must be cleaned regularly and maintained with authorized polish or cleaning products. Name tapes and insignia should be replaced when faded or damaged. Airmen must maintain at least one serviceable uniform ready for duty at all times. Alterations may only be made to improve fit while maintaining proper military appearance.

3.9. Service Dress Uniform Requirements. The Service Dress uniform must present an image of military precision and professionalism. The coat must be fitted properly with sleeves extending to the heel of the thumb when arms hang naturally. Trousers/slacks must be trimmed properly and hemmed to rest on the front of the shoe with a slight break in the crease. All buttons must be secured and properly aligned. Medals and ribbons must be clean, properly mounted, and aligned according to precedence. The service cap must be worn squarely on the head with insignia

properly centered. Shoes must be maintained with high-gloss shine and edge dressing applied to soles.

3.10. Grooming Standards During Deployments. During contingency operations or deployments, wing commanders or equivalent may adjust grooming standards to accommodate local conditions and mission requirements. However, relaxed grooming standards must still present a professional military appearance. Male Airmen may be authorized to maintain facial hair if required for medical conditions or operational necessity. Female Airmen must continue to secure hair to prevent interference with proper wear of chemical warfare equipment. All personnel must maintain proper hygiene standards regardless of deployment conditions.

3.11. Flight Duty Uniform Requirements. The Flight Duty Uniform (FDU) must be maintained in accordance with specific aircrew requirements. The FDU will be fitted loosely for comfort and safety. Sleeves will be worn down, fastened, and will not be pushed up. Zippers will be closed to within 2 inches of the neck. The desert flight suit will be worn only in desert environments as authorized. Flight boots will be maintained in serviceable condition and cleaned regularly. Squadron patches and name tags must be properly placed according to applicable guidance. Organizational patches must be approved through proper channels before wear.

3.12. Off-Duty Appearance Standards. While off duty, Airmen must continue to present an image that reflects positively on the Air Force. When wearing civilian clothes on a military installation, attire must be clean, neat, and conservative. Clothing must not contain offensive graphics or text. Athletic wear is only appropriate in fitness centers or while participating in sporting activities. When attending off-base events in civilian attire where military affiliation is known, members must ensure their appearance and conduct reflect Air Force core values.

3.13. Religious Accommodation Procedures. Airmen requesting religious accommodation regarding dress and appearance standards must submit requests through their chain of command. Requests must include a detailed description of the religious requirement, religious leader endorsement, impact on military duties, and proposed accommodation. Unit commanders will review requests and forward recommendations through command channels. The Air Force Surgeon General will review medical implications, if any. Final approval authority rests with AFPC/CC for most cases, or SAF/MR for cases involving beards or turbans.

3.14. Special Duty Uniform Requirements. Airmen assigned to Special Duty positions may have additional uniform requirements specific to their assignment. Honor Guard members must maintain ceremonial uniforms to exact standards with precise measurements and preparations. Recruiting Service personnel must present an exceptional appearance at all times, with particular attention to service dress requirements. Military Training Instructors will maintain their campaign hats and badge to the highest standards. Additional guidance for special duty uniforms will be provided through applicable reporting instructions.

3.15. Uniform Inspection Procedures. Commanders will conduct periodic uniform inspections to ensure compliance with dress and appearance standards. Inspections may be announced or unannounced and will evaluate proper wear, fit, and maintenance of all uniform

items. Discrepancies will be documented and corrective actions assigned with appropriate suspense dates. Personnel failing to meet standards may face administrative action and will be required to correct deficiencies immediately. Unit First Sergeants will conduct follow-up inspections to ensure compliance and maintain unit standards.

4. IMPLEMENTATION

4.1. All Airmen, both Active Duty and Reserve components, shall implement dress and appearance standards in accordance with this instruction immediately upon publication. Unit commanders and supervisors at all levels are responsible for ensuring their personnel maintain proper military appearance as outlined in this document. Implementation includes both daily wear and special uniform situations, such as ceremonies, formal events, and deployments. Personnel must maintain a minimum of one serviceable uniform of each type required for their duty position and must ensure all uniform items meet specifications for fit, condition, and professional presentation.

4.2. Training requirements for dress and appearance standards shall be incorporated into First Term Airmen Center (FTAC), Professional Military Education (PME), and annual recurring training programs. Unit training managers will document completion of dress and appearance training in accordance with Air Force Instruction 36-2651, Air Force Training Program. Commanders shall establish local procedures to conduct periodic uniform inspections and maintain records of discrepancies. Training programs must address both garrison and deployed environment uniform requirements, including proper wear, care, and maintenance of all authorized uniform items.

4.3. Supply chain management and procurement of uniform items will be coordinated through installation Military Clothing Sales Stores (MCSS) and Army & Air Force Exchange Service (AAFES) facilities. Unit Resource Advisors (URAs) shall maintain accurate records of organizational clothing and equipment requirements, ensuring adequate stock levels are maintained for mission-essential uniform items. Commanders will establish local procedures for requesting and issuing organizational clothing items, including chemical warfare defense equipment (CWDE) and other mission-specific gear. All procurement actions must comply with Defense Logistics Agency (DLA) and Air Force Material Command (AFMC) regulations.

4.4. Enforcement of dress and appearance standards shall be consistent across all organizational levels. First-line supervisors are responsible for daily monitoring and immediate correction of uniform violations. Squadron commanders shall establish standardized procedures for documenting uniform infractions, including the use of AF Form 341, Excellence/Discrepancy Report, when appropriate. Progressive disciplinary actions for repeated violations will be administered in accordance with AFI 36-2907, Adverse Administrative Actions. Commanders must ensure enforcement actions are equitable, consistent, and aligned with the maintenance of good order and discipline.

4.5. Medical accommodations and religious exemptions to dress and appearance standards must be processed through appropriate command channels. The Installation Commander, in consultation with the Staff Judge Advocate (SJA) and Chief of Chaplains, will evaluate religious accommodation requests in accordance with AFI 52-201. Medical exemptions require documentation from a military medical authority and must be reviewed annually. Temporary modifications to appearance standards due to medical conditions must be documented using AF Form 469, Duty Limiting Condition Report, and maintained in the member's medical records.

4.6. Operational risk management principles shall be applied when implementing dress and appearance standards in deployed or austere environments. Wing Commanders may authorize mission-specific uniform modifications based on environmental conditions, threat assessments, and operational requirements. These modifications must be documented through official correspondence and disseminated to affected units. Personnel deployed to joint operating areas or serving under other service components must comply with applicable uniform guidance while maintaining Air Force grooming standards unless specifically exempted by competent authority.

4.7. Quality assurance measures for uniform items and accessories will be maintained through regular inspections and compliance checks. Unit inspection programs must include evaluation criteria for uniform serviceability, proper wear, and compliance with Air Force Instructions. First Sergeants will conduct monthly random inspections to ensure consistency across squadrons. Deficiencies identified during inspections must be documented and tracked until corrective actions are completed. Installation Command Chiefs will establish standardized inspection criteria to ensure uniform enforcement across the installation.

4.8. Professional military image training shall be incorporated into newcomer orientation briefings, professional development seminars, and leadership courses. Training materials must address both technical uniform requirements and the broader concept of military bearing. Airman Leadership School (ALS) instructors will emphasize the role of NCOs in maintaining dress and appearance standards. Career Assistance Advisors (CAAs) will include uniform and appearance guidance in transition assistance programs and career development courses. All training materials must be reviewed annually and updated to reflect current policies and procedures.

4.9. Communication of dress and appearance standards will utilize multiple channels to ensure comprehensive dissemination. Unit commanders shall establish procedures for timely notification of uniform policy changes through official email, commander's calls, and unit bulletin boards. Installation Public Affairs offices will assist in communicating major uniform changes through base media channels. Changes affecting specific career fields or specialized duties must be coordinated through appropriate functional managers and communicated through technical training channels.

4.10. Compliance monitoring and reporting requirements include quarterly reviews of unit inspection results, medical accommodation status, and religious exemption documentation. Wing Staff Agencies will consolidate compliance data for presentation at wing stand-up meetings. Major Command (MAJCOM) Inspector General teams will evaluate dress and appearance program

implementation during Unit Effectiveness Inspections (UEI). Deficiencies identified during inspections must be tracked in the Management Internal Control Toolset (MICT) until resolved.

5. COMPLIANCE AND ENFORCEMENT

5.1. All Air Force personnel, including Regular Air Force, Air Force Reserve, Air National Guard, and civilian employees, are responsible for maintaining compliance with dress and appearance standards as outlined in this instruction. Unit commanders and supervisors at all levels shall continuously monitor personnel to ensure proper adherence to these standards. Violations of dress and appearance standards shall be promptly addressed through the appropriate chain of command. Personnel who fail to comply with these standards may be subject to administrative action, disciplinary measures under Article 92 of the Uniform Code of Military Justice (UCMJ), or corrective action as deemed appropriate by their commanding officer.

5.2. Installation commanders or equivalent shall establish and maintain a Dress and Appearance Standards Working Group (DASWG) to review and address compliance issues within their jurisdiction. The DASWG shall meet quarterly and include representatives from Security Forces, First Sergeants Council, Command Chief's office, and other relevant stakeholders. This working group shall document trends in violations, implement corrective measures, and provide recommendations to leadership for improving overall compliance. The DASWG shall maintain detailed records of meetings, findings, and actions taken, which will be retained for a minimum of two years in accordance with Air Force records management requirements.

5.3. Unit First Sergeants and supervisors shall conduct regular inspections to ensure compliance with dress and appearance standards. These inspections shall include, but are not limited to, uniform wear, personal grooming, accessories, and occupational safety equipment when applicable. Inspections must be documented using AF Form 4446, Dress and Appearance Inspection Checklist, or equivalent electronic tracking system. Results shall be maintained at the unit level and reviewed during Staff Assistance Visits (SAVs) and Unit Effectiveness Inspections (UEIs). Deficiencies identified during inspections must be corrected immediately, with follow-up inspections scheduled within 72 hours to ensure compliance.

5.4. Training requirements for dress and appearance standards shall be incorporated into initial entry training, professional military education (PME), and annual refresher training programs. Unit training managers shall ensure all personnel complete the mandatory Computer Based Training (CBT) module on dress and appearance standards annually through the Advanced Distributed Learning Service (ADLS). Documentation of completed training shall be maintained in each member's training record and verified during personnel records reviews. Failure to complete required training within specified timeframes may result in administrative action.

5.5. Security Forces personnel and installation entry controllers shall enforce dress and appearance standards at all installation access points and throughout the installation. Personnel identified as non-compliant with standards shall be documented using AF Form 3545, Incident Report, and reported to the individual's unit commander or supervisor. Repeated violations shall

result in increased scrutiny and may lead to installation access restrictions or other administrative actions as determined by the installation commander. Security Forces shall maintain a database of violations to identify patterns and recurring issues.

5.6. Medical authorities shall establish and enforce specific dress and appearance requirements for personnel working in medical facilities, including proper wear of scrubs, protective equipment, and specialized uniform items. The Medical Treatment Facility Commander (MTF/CC) shall publish supplemental guidance addressing unique requirements for medical personnel while ensuring compliance with basic Air Force dress and appearance standards. This guidance shall be reviewed annually and updated as necessary to reflect changes in medical practices, safety requirements, and Air Force instructions.

5.7. Civilian employees subject to this instruction shall receive written notification of applicable dress and appearance standards during their initial in-processing and annually thereafter. Supervisors shall document counseling sessions addressing violations of these standards using AF Form 971, Supervisor's Employee Brief, or equivalent electronic system. Progressive disciplinary actions for civilian employees shall follow established civilian personnel policies and applicable collective bargaining agreements. The Civilian Personnel Office shall maintain records of all formal actions related to dress and appearance standard violations.

5.8. The Inspector General (IG) shall include dress and appearance standards compliance as an item for review during regular unit inspections and staff assistance visits. Units shall maintain inspection-ready status by conducting regular self-inspections using the Management Internal Control Toolset (MICT) checklist items related to dress and appearance standards. Deficiencies identified during IG inspections shall be documented in the Management Internal Control Toolset (MICT) and corrected within established timelines. Units failing to maintain satisfactory compliance may be subject to increased inspection frequency and additional oversight measures.

6. TRAINING REQUIREMENTS

6.1. All Air Force personnel must complete initial dress and appearance standards training during Basic Military Training (BMT) or commissioned officer training programs. This comprehensive training includes detailed instruction on proper wear and care of all uniform items, grooming standards, and professional military image requirements. Training materials will incorporate current AFI 36-2903 guidelines, operational risk management considerations, and specific occupational uniform requirements. Unit Training Managers (UTMs) shall maintain documentation of completed training in accordance with Air Force Training Records Disposition Schedule (AFRIMS) requirements. Personnel must demonstrate proficiency in all dress and appearance standards before graduation from initial training programs.

6.2. Unit commanders shall establish and maintain continuation training programs to ensure ongoing compliance with dress and appearance standards. These programs must include quarterly uniform inspections, annual refresher briefings, and immediate dissemination of AFI 36-2903 updates or changes. First-line supervisors are responsible for conducting monthly uniform and

grooming inspections of their subordinates, documenting deficiencies, and implementing corrective actions as necessary. Training programs should emphasize the relationship between proper military appearance and mission effectiveness, unit cohesion, and good order and discipline. Documentation of all continuation training must be maintained in unit training records for a minimum of 24 months.

6.3. Military Training Leaders (MTLs) and Professional Military Education (PME) instructors must complete specialized dress and appearance standards instructor certification training through the Air Force Career Development Academy (AFCDA). This certification includes 40 hours of classroom instruction, practical application exercises, and evaluations of training delivery effectiveness. Instructors must maintain current knowledge of all applicable supplements, policy memorandums, and guidance messages affecting dress and appearance standards. Recertification is required every 24 months and includes review of updated training materials, changes to governing instructions, and demonstration of continued instructional proficiency.

6.4. First Sergeants and Command Chief Master Sergeants shall receive advanced dress and appearance standards enforcement training through their respective development courses. This training encompasses interpretation of standards, progressive discipline procedures, religious accommodation processes, and medical waiver considerations. Senior enlisted leaders must be prepared to advise commanders on complex dress and appearance issues, including unique mission-specific requirements and exception to policy requests. Training includes case study analysis, group discussion of common scenarios, and development of unit-level implementation strategies. Annual refresher training is mandatory to maintain currency in evolving standards and enforcement procedures.

6.5. Air Force Reserve Component and Air National Guard personnel must complete dress and appearance standards training requirements equivalent to their active-duty counterparts. Unit training managers will coordinate with RegAF counterparts to ensure standardization of training materials and assessment criteria. Traditional reservists and guardsmen shall complete initial training during technical training school and maintain currency through Unit Training Assembly (UTA) continuation training programs. commanders must ensure adequate training time is allocated during UTAs to meet all dress and appearance training requirements while balancing other mission-essential training needs.

6.6. Specialized uniform and appearance training is required for honor guard members, recruiting service personnel, and other special duty assignments. This training includes advanced uniform maintenance techniques, ceremonial uniform wear requirements, and unique grooming standards specific to these duties. Training programs must be approved by the appropriate MAJCOM functional manager and incorporate standardized lesson plans, performance evaluations, and certification requirements. Personnel assigned to these duties must maintain exemplary appearance standards and demonstrate subject matter expertise in all aspects of military dress and appearance requirements. Annual recertification and quarterly performance evaluations are mandatory.

7. REFERENCES AND RESOURCES

7.1. This instruction implements Air Force Policy Directive (AFPD) 36-29, Military Standards, and in accordance with Department of Air Force Instruction (DAFI) 33-360, Publications and Forms Management. It references and aligns with Department of Defense Instruction (DoDI) 1300.17, Religious Liberty in the Military Services, and DoDI 1300.28, Military Service by Transgender Persons and Persons with Gender Dysphoria. Additional guidance is derived from Title 10 United States Code (USC) Section 774, Religious Apparel: wearing while in uniform, and Title 42 USC Section 2000bb-1, Free Exercise of Religion Protected. These foundational documents establish the basic legal and procedural framework for Air Force dress and appearance standards.

7.2. Unit commanders and supervisors will maintain current copies of AFI 36-2903 and all applicable supplements, policy directives, and operational instructions in their reference libraries, both physical and digital. The Air Force Personnel Center's (AFPC) Personnel Services Delivery Guide provides additional clarification and procedural guidance for implementing dress and appearance standards. Installation Military Personnel Flights (MPF) maintain comprehensive resources regarding uniform wear, religious accommodation requests, and medical exemption procedures. These reference materials must be readily available to all Airmen and civilian supervisors to ensure consistent application of standards.

7.3. The Air Force Virtual Military Personnel Flight (vMPF) serves as the primary online resource for current dress and appearance regulations, including authorized uniform combinations, insignia placement guides, and grooming standards. The Air Force Portal maintains an extensive database of historical uniform guidance, policy memorandums, and interpretation bulletins. Airmen should regularly consult Air Force Guidance Memorandums (AFGM) and interim change notifications published on the Department of the Air Force Publishing website (e-Publishing) for the most current updates to dress and appearance standards. These digital resources are updated quarterly or as significant changes occur.

7.4. Technical documentation regarding specific uniform items, including authorized vendors, care instructions, and military specification (MIL-SPEC) requirements, is maintained by the Air Force Uniform Office at Wright-Patterson AFB, OH. The Defense Logistics Agency (DLA) maintains the Department of Defense Environmental Standards for Uniforms (DODESU) database, which contains detailed specifications for fabric composition, construction methods, and quality assurance provisions. These resources ensure standardization across all uniform items and provide essential information for procurement and maintenance of military attire.

7.5. Questions regarding interpretation or implementation of dress and appearance standards should be directed through the chain of command to the Installation Commander or designated representative. Complex issues requiring higher-level review may be elevated to MAJCOM/A1 offices or the Air Force Personnel Center's Military Personnel Section (AFPC/DP3). The Air Force Uniform Board, which meets semi-annually, serves as the final authority for uniform policy decisions and maintains historical records of all dress and appearance policy changes. Additional

resources for uniform guidance can be found through the First Sergeant's Council and the Base Military Personnel Section.