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GOVERNOR

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DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
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01 August 2013

MEMORANDUM FOR SEE DISTRIBUTION

FROM: NGHI-TAG

SUBJECT: Wearing of Aloha Attire

1. Purpose: This memorandum prescribes the expectations for the wear of appropriate aloha attire for the Hawaii National Guard. A safe and professional work place will be maintained while promoting a positive image and the aloha spirit.

2. Applicability: This memorandum is applicable for all Federal military technicians and Active Guard/Reserve (AGR) personnel.

3. Memorandum: As the Adjutant General, State of Hawaii, I have authorized the privilege to wear aloha attire on Fridays and during Aloha Week festivities. National Guard personnel are ambassadors of the Department of Defense, and as such, are responsible for maintaining an appropriate and professional appearance. Attire must adhere to all pertinent safety standards. Aloha shirts, blouses and dresses must reflect a floral or cultural (surfboards, canoes, tiki's etc.) print pattern in the Polynesian, tropical, or traditional style. Aloha Attire with designs that depict an unprofessional message or appearance is prohibited. The design must represent more than 80% of the visible fabric. The proper wear of aloha attire reflects a positive, professional image of the Hawaii National Guard. The attached pictorial reference is provided to depict the style of attire and physical attributes that is allowed. Brands are not endorsed. *Industrial* is defined as an area of employment of where the employee is exposed or comes into contact with lubricants, solvents, chemicals, power tools and equipment for the majority of their work requirements. The following standards will be implemented and followed by our employees:

This Memorandum supercedes Policy Directive 1990-8, 29 November 2001

NGHI-TAG
SUBJECT: Wear of Aloha Attire

a. Authorized *Administrative* attire includes the following:

(1) Male

a. Shirts: aloha print, buttoned up, hard collar, tucked in or out, but not oversized.

b. Pants: business slacks, solid colored, belt required for slacks with loops, are to be worn at the natural waistline, midpoint between the hips and the bottom rib. Hems are to end at the top of the shoe heel without bunching at the ankle. *No denim and no cargo pockets*.

c. Footwear: business style, closed toed, non-athletic, with no contrasting colors or visible logos

d. Undershirts (optional): White or plain colored standard, V-neck or tank.

e. No transparent material or exposed undergarments.

(2) Female

a. Shirt/blouses: aloha print, buttoned up, modest design that covers the chest, stomach, and shoulders, tucked in or out, but not oversized. Aloha shirts are not authorized to be removed in this work environment.

b. Dresses/skirts: aloha print, knee to ankle length, no slits, modest, covers the chest and shoulders, to be worn close to the body, and not oversized. *No denim.*

c. Pants: business slacks, solid colored, belt required for slacks with loops when shirt is tucked in, are to be worn at the natural waistline, midpoint between the hips and the bottom rib. Hems are to end at the top of the shoe heel without bunching at the ankle. *No denim and no cargo pockets*.

d. No transparent material or exposed undergarments.

e. Footwear: Business style, minimum ½" and maximum 3" heel height, closed toed, non-athletic, with no contrasting colors or visible logos.

f. Undershirts (Optional): White or plain colored standard, V-neck or tank.

(3) Weather-Related Items

a. Coats/Sweaters: To be worn close to the body, not oversized, and sleeves no shorter than three-quarters in arm length.

b. Authorized *Industrial* (maintenance, flight-line, warehouse, supply, engineers) attire includes the following:

b. Authorized *Industrial* attire includes the following:

(1) Male

a. Shirts: aloha print, buttoned up, tucked in or worn out but not oversized.

b. Pants: *casual* slacks or industrial standard trousers, solid colored, belt required for slacks with loops, are to be worn at the natural waistline, midpoint between the hips and the bottom rib. Hems are to end at the top of the shoe heel without bunching at the ankle. *No denim and no cargo pockets.*

c. Footwear: safety toe, closed toed, non-athletic, with no contrasting colors or visible logos.

(2) Female

a. Shirt/blouses: aloha print, buttoned up, modest design that covers the chest, stomach, and shoulders, tucked in or out.

b. Pants: *casual* slacks, solid colored, belt required for slacks with loops when shirt is tucked in, are to be worn at the natural waistline, midpoint between the hips and the bottom rib. Hems are to end at the top of the shoe heel without bunching at the ankle. *No denim and no cargo packets.*

c. No transparent material or exposed undergarments.

d. Footwear: safety toe, closed toe, non-athletic, non-combat military with no contrasting colors or visible logos.

e. Undershirts: White or plain colored standard, V-neck or tank.

(3) Weather-Related Items

a. Coats/Sweaters: To be worn close to the body, not oversized, and sleeves no shorter than ¾ in length.

b. All established military dress, grooming and jewelry standards *IAW AR 670-1 (for HIARNG personnel) and AFI 36-2903 (for HIANG personnel)* apply when wearing aloha attire.

c. All clothing will be clean, serviceable and meet all safety standards *IAW AR 670-1 (for HIARNG personnel) and AFI 36-2903 (for HIANG personnel).*

d. Mixing of military and aloha attire is not authorized, with the exception of the Air Force PT jacket.

e. In the event of mission operations, or emergencies, personnel will be prepared to wear the appropriate military uniform as directed.

4. Aloha attire is NOT authorized during the following:

(1) When on Federal or State orders to perform military duties or training; [i.e. NGCD-ADOS, ADOS, AT, IDT, SUTA, RUTA, RST, TDY, SAD, etc.]

(2) Traveling by military aircraft or tactical vehicles.

(3) During official organizational or joint inspections, training, ceremonies and exercises.

(4) Officially representing the Department of Defense, State of Hawaii or National Guard at meetings or when visiting any military installation (other than the Hawaii National Guard organizations or units) unless directed otherwise.

(5) Enforcement: It is the shared responsibility of every member at all levels to enforce compliance with the provisions of this policy. Personnel who are not in compliance with this policy are subject to corrective actions IAW the Hawaii Code of Military Justice and Federal Civilian Employment Technician Personnel Regulation 752.

DARRYL D. M. WONG, Maj Gen, HING
Adjutant General

DISTRIBUTION:
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This Memorandum supercedes Policy Directive 1990-8, 29 November 2001

Dresses/skirts: aloha print, knee to ankle length, no slits, modest, covers the chest and shoulders, to be worn close to the body, and not oversized - *no denim.* Refer to 3a(2)b

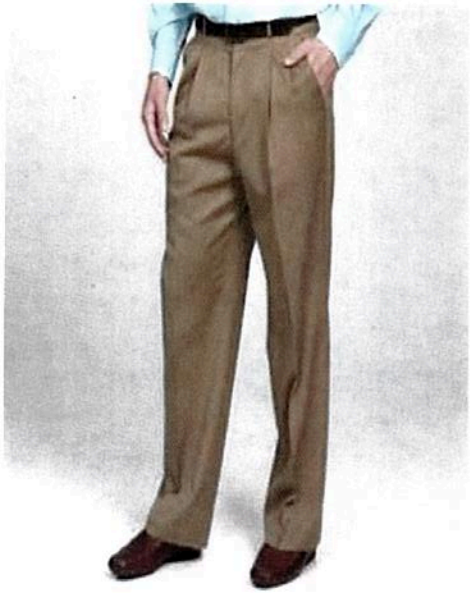
Shirt/blouses: aloha print, buttoned up, modest design that covers the chest, stomach, and shoulders, tucked in or out, but not oversized – no denim. Refer to 3a(2)a

ADMINISTRATIVE ATTIRE – BUSINESS STYLE FOOTWEAR
Refer to 3a(2)e

INDUSTRIAL ATTIRE – SAFETY STYLE FOOTWEAR
Refer to 3b(2)e

Shirts: aloha print, buttoned up, hard collar, tucked in or out, but not oversized
See 3a(1)a and 3b(1)a

ADMINISTRATIVE ATTIRE – BUSINESS SLACKS
Refer to 3a(1)b



ADMINISTRATIVE ATTIRE – BUSINESS STYLE FOOTWEAR
Refer to 3a(1)c

INDUSTRIAL ATTIRE – CASUAL SLACKS
Refer to 3b(1)b

DARK NAVY

BLACK

KHAKI

INDUSTRIAL ATTIRE – SAFETY FOOTWEAR
Refer to 3b(1)c