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3 JUN 2002

HIHRO

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Wearing of Aloha Attire (Corrected Copy)

1. The State of Hawaii, Department of Defense, shall maintain a safe, healthy and positive work environment for all our employees. To fulfill this directive, I will continue to authorize the wearing of the traditional aloha attire by our Federal military technicians, Active Guard/Reserve (AGR) personnel, and State military employees (SMR) on Fridays and during the Aloha Week festivities. Aloha attire shall mean any garments reflecting Polynesian, tropical, or traditional, e.g., palaka, designs/prints. (Garments bearing labels of Hawaii-based clothing manufacturers do not necessarily qualify as aloha attire.)

2. In order to ensure we meet and maintain the appropriate dress standards when wearing the traditional aloha attire, the following standards will be implemented and followed by our employees:

- a. Attire that meets the minimum acceptable dress standards includes the following:
 - (1) Aloha print/design clothing (e.g., shirts, blouses, dresses, or muumuus).
 - (2) Attire appropriate to the Department of Defense work environment.
- b. Attire that does not meet minimum acceptable dress standards include the following:
 - (1) Unauthorized T-shirts or undershirts.
 - (2) Suggestive clothing, including any fabric (e.g., Lycra, unlined lace, etc.) or style that is sheer or revealing.
 - (3) Frayed, torn, and/or excessively faded/spotted clothing.
 - (4) Halter tops (worn without a jacket or a blouse); crop tops; dresses, blouses, or muumuus with spaghetti straps.

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- (5) Athletic clothing (e.g., shorts, tank tops, warm-up suits, etc).
 - (6) Slippers and men's sandals.
 - (7) Articles of clothing that interfere with safety on the job.
- c. Security guards will wear prescribed uniforms at all times when on duty.
- d. Federal military technicians, AGR members, and SMR employees will wear the military uniform appropriate for their service (ARNG or ANG) and federally recognized grade, and will comply with established military grooming standards when:
- (1) Military regulations require the wearing of the uniform for pay such as when on Federal or State orders to perform military duties or training; i.e., ADSW, AT, IDT, SUTA, RUTA, RST, TDY, SADT, etc.
 - (2) Traveling by military aircraft.
 - (3) Attending training courses at military installations and facilities, unless otherwise directed by the course instructor.
 - (4) Attending training courses under departmental control in which the wearing of the uniform is required by the instructor(s).
 - (5) Officially representing the Department of Defense, State of Hawaii or National Guard at meetings or when visiting any military installation (other than Hawaii National Guard organizations or units) unless directed otherwise.
- e. The mixing of civilian apparel with military uniform items is strictly prohibited.
- f. Personnel engaged in physical duties where an outer shirt is normally not worn may continue to perform such duties in an authorized undergarment. An authorized under garment is defined as the Air Force Black T-shirt, the Army Brown T-shirt or an official approved unit designated T-shirt. When an outer shirt is required, personnel will wear the proper military uniform or aloha attire when traveling to and from the work site.
3. Any violation of or dispute arising under this policy should be reported immediately to the supervisor. Violation of this policy may result in appropriate corrective action, up to including termination. Individuals' compliance with, and supervisory enforcement of, this directive will ensure the continuation of this policy.

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4. This policy does not supersede any applicable collective bargaining agreement. Employees should refer to their collective bargaining agreement or inquire with their union representative for guidance regarding implementation and enforcement of this policy.

5. This revised Aloha Wear policy is one of many positive steps we are taken to improve the working conditions in our Department. I encourage all efforts by supervisors and employees to foster a culture that continues to enhance the professional military and civilian job performance of our people. I will monitor this policy to ensure we continue to project the highest standards of conduct for all members of the Department.

6. This Policy on wearing of aloha attire is effective immediately and will remain in effect until superseded or rescinded. If you have any questions about this policy, please contact Colonel Joseph J. Chaves, Human Resource Officer, at (808) 733-4118.



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Major General, HIARNG
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