

Caddo Parish JROTC Standard Operating Procedures

Chapter 2 - Instructor Weight and Appearance

General: Reference, Army Regulation 670-1, CCR 670-1, and CCR 145-2. All JROTC instructors must always present and maintain a neat and acceptable military appearance and stay within the body fat standards.

Section 1 – Weight Control

- 1-1. **Reference:** Cadet Command Regulation 145-2, Section VIII, and Appendix H.
- 1-2. **Instructor Responsibility:** JROTC Instructors are responsible for maintaining appropriate standards; of appearance, weight and fitness, regardless of age for retention as a JROTC instructor.
- 1-3. **DAI Responsibility:** The Director of Army Instruction (DAI) maintains over-watch authority for the Caddo Parish JROTC Weight Control Program.
- 1-4. **Brigade Responsibility:** The BWCP (Brigade Weight Control Program) establishes procedures to monitor the body fat status and appearance of all JROTC instructor personnel (DAI, SAI, and AI) and eliminate instructors who do not conform to body fat standards.
- 1-5. **Over Weight Instructors:** If an instructor fails to meet the established criteria for their appearance (not meeting the height/weight standards and body fat percentage), in accordance with CCR 145-2, Section VIII, and Appendix H, he/she will be enrolled in the Brigade Weight Control Program.
- 1-6. **Standards for Measurement:** Standards for measuring weight/height, and procedures for taping and recording body fat are outlined in Appendix H.

Section 2 – Standards of Appearance

- 2-1. **General:** All JROTC instructors shall maintain and present an acceptable military appearance in accordance with AR 670-1, and Cadet Command Regulation 145-2 while in uniform.
- 2-2. **Responsibility:** The Senior Army Instructor shall be responsible for ensuring compliance to this SOP within their departments. Caddo Parish JROTC instructors will adhere to the following:
 - (a.) Instructors will maintain a neat and well groomed appearance at all times.
 - (b.) The uniform will be properly fitted.
 - (c.) Faded and discolored uniforms, uniform items, and accouterments shall be replaced.

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- (d.) At no time will baseball caps be worn while wearing the Army uniform. Caddo Parish JROTC instructors may be granted an exception to policy by the Caddo Parish Director of Army Instruction on a case-by-case basis. This exception must be submitted in writing through the SAI to the DAI.

- (e.) JROTC instructors are not authorized to wear the maroon or tan berets or similar items as part of their uniforms while conducting JROTC duties. However, Instructors who upon retirement were branched as Special Forces (18 qualifier) are authorized to wear the green beret.

- (f.) At no time will the Army uniform be mix with civilian attire.

- (g.) Male instructors: While performing JROTC duties, shall have a clean-shaven face to include the area under the lower lip, except for permitted mustaches. The mustache will not extend beyond the upper lip line or extend sideways beyond a vertical line drawn upward from the corners of the mouth (See figure 1–1, page 4, AR 670-1).

- (h.) Male sideburns will be neatly trimmed. The base will not be flared and will be a clean-shaven, horizontal line. Sideburns will not extend below the lowest part of the exterior ear opening.

- (i.) Female hairstyles will not interfere with the proper wearing of military headgear. Hair holding ornaments (barrettes, pins, clips), if used, must be transparent or similar in color to hair, and will be inconspicuously placed. Hair will not fall over the eyebrows or extend below the bottom edge of the collar at any time during normal activity (during the performance of JROTC duties).