



UNITED STATES MARINE CORPS  
MARINE CORPS BASE HAWAII  
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MCBHO 1020.7A  
S-1  
31 MAR 22

MARINE CORPS BASE HAWAII ORDER 1020.7A

From: Commanding Officer  
To: Distribution List

Subj: MARINE CORPS BASE HAWAII CIVILIAN ATTIRE REGULATIONS FOR  
CIVILIAN PERSONNEL

Ref: (a) Title 32, Code of Federal Regulations section 700.802  
(b) BO 5510.2B  
(c) MCBHO 5532.1

Encl: (1) Standards of Dress for Civilians

1. Situation. While the standards of dress and appearance for civilians may be different from those for Marines, personal appearance is a matter of pride for all on Marine Corps Base Hawaii (MCBH). It is incumbent upon every person aboard the installation to maintain an appropriate appearance while on base.

2. Cancellation. MCBHO 1020.7.

3. Mission. This Order establishes the requirements for dress or wearing of clothing by civilian employees, family members, and visitors. It sets personal appearance standards for civilians in public areas aboard MCBH, including: Kaneohe Bay, Pu'uloa Range Training Facility, Manana Housing Area, Camp H. M. Smith, Pearl City Navy Warehouse Annex, and Marine Corps Training Area Bellows (MCTAB).

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent

(a) This order will guide civilian clothing wear by individuals listed in paragraph 3, and personal appearance standards aboard MCBH. Violations of any provisions of this

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distribution is unlimited.

Order may result in loss of base privileges as prescribed in references (b) and (c).

(2) Concept of Operations

(a) Reference (a) charges the Commanding Officer, MCBH with responsibility for the safety, well-being, and efficiency of the entire installation. Commensurate with this responsibility is the authority to enact regulations applicable to all personnel aboard the installation—regardless of their status (i.e., active duty or reserve military members, dependents, retirees, civilians, etc.).

(b) All individuals aboard MCBH will understand the references and this Order in maintaining and wearing civilian clothing in compliance with the expected high standards of personal appearance.

(c) This Order is applicable to all public areas aboard MCBH. A public area is defined as any place visible to the general public; including but not limited to all government buildings, Medical and Dental Clinics, Marine Corps Community Services (MCCS) facilities, Child Development Centers, Marine Corps Exchange facilities, Commissary, Community Centers, Neighborhood Playgrounds, roads (to include while transiting a road in a vehicle), recreation areas, stores, parks, restaurants, and housing areas and yards visible from public thoroughfares. This Order does not apply to private areas (such as inside an assigned housing unit).

(d) Enforcement. Officers, Staff Noncommissioned Officers, Noncommissioned Officers, Chief Petty Officers and Petty Officers will become familiar with this Order. These individuals have responsibility for strict enforcement of this Order.

b. Subordinate Element Mission

(1) Director, S-1. Act as the focal point for recommended changes to this Order.

(2) Command Inspector General. Conduct periodic inspections at the various base facilities to ensure compliance with this Order.

(3) Provost Marshal. Process uncooperative violators and issue citations as required.

(4) Director, MCCS. Ensure managers and employees within all MCCS activities are familiar with and assist in the adherence of this Order.

(5) Director, S-7. Process all waiver request for this order for review and approval by the Commanding Officer, MCBH.

c. Coordinating Instructions

(1) Waiver requests for this Order should be routed via the appropriate chain of command to the Commanding Officer, MCBH (Attn: Director, S-7).

(2) Recommendations concerning the contents of this Order are invited and should be submitted via the appropriate chain of command for endorsement and submission to the Commanding Officer, MCBH (Attn: Director, S-1).

5. Administration and Logistics

a. Records Management. Records created as a result of this Order shall be managed according to National Archives and Records Administration approved dispositions per SECNAV M-5210.1 and SECNAV Notice 5210 to ensure proper maintenance, use, and accessibility and preservation, regardless of format or medium. Refer to MCO 5210.11F for Marine Corps records management policy and procedures.

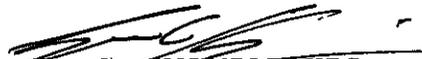
b. Privacy Act. Any misuse or unauthorized disclosure of Personally Identifiable Information (PII) may result in both civil and criminal penalties. The Department of the Navy (DON) recognizes that the privacy of an individual is a personal and fundamental right that shall be respected and protected. The DON's need to collect, use, maintain, or disseminate PII about individuals for purposes of discharging its statutory responsibilities will be balanced against the individuals' right to be protected against unwarranted invasion of privacy. All collection, use, maintenance, or dissemination of PII will be in accordance with the Privacy Act of 1974, as amended (5 U.S.C. 552a) and implemented per SECNAVINST 5211.5F.

**31 MAR 22**

6. Command and Signal

a. Command. This Order is applicable to Armed Forces and civilian personnel aboard MCBH, unless otherwise prohibited or permitted by regulation of higher authority. Retired military, DoD civilian employees, contract civilians, family members of the Armed Forces personnel, and all visitors aboard MCBH, will adhere to the standards for civilian attire set forth in this order. Sponsors are responsible for their guests' compliance with this order.

b. Signal. This Order is effective the date signed.

  
S. C. KOUMPARAKIS

DISTRIBUTION: A

## Civilian Attire Standards

### 1. General Information (Applicable to All Personnel)

a. Individual appearance while wearing civilian attire should be a matter of personal pride. No order or policy could possibly address all acceptable or unacceptable civilian clothing. Wearing civilian clothing that presents a conservative, clean, inoffensive, and neat appearance while in public areas is the standard aboard for all personnel assigned to Marine Corps Base Hawaii (MCBH). This base while in a leave or liberty status.

b. While on MCBH, active members of the Armed Forces, and activated reservists (or those participating in drill) will abide by the guidelines outlined below. Civilians who are not members of the Armed Forces, and not MCCS or government employees in the performance of their duties will also abide by the guidelines outlined below.

#### c. Prohibited Attire

(1) For the purposes of paragraphs 1.c. (2) and (3) (below), no clothing that is provocative in nature will be worn aboard MCBH. Provocative clothing is any clothing that has been altered, cut, frayed, or designed to highlight and/or reveal the genitals, breasts, midriff, or buttocks, or expose any part of the undergarments.

(2) Any garment inscribed, printed, or bearing patches with slogans, words, pictures, symbols, or print which is may be interpreted as profane, offensive, supremacist, racist, sexually suggestive, obscene or supportive of, or oriented towards the glamorization of drug abuse, alcohol abuse, or any illegal activity are prohibited. Furthermore, any attire that is derogatory towards any gender, ethnicity, religious group, military service, the flag or symbol of any people group is also prohibited.

(3) Clothing designed as sleepwear, housecoats, or bathrobes are also prohibited.

(4) Shower shoes are prohibited footwear. Appropriate footwear will be worn inside all facilities aboard MCBH.

d. Hygiene. Civilians will not patronize facilities immediately upon completion of a workout. Patrons will also be clean (free of mud or sand). An exception will be made for the Marina.

e. Headgear. All headgear will be removed while inside any building on base MCBH unless otherwise posted by MCBH.

f. Physical Training Gear.

(1) Physical Training (PT) gear is any clothing designed for the primary purpose of physical training. Sweat pants/shorts, warm-up pants/shorts, yoga pants, bicycling or compression shorts, basketball shorts, board shorts, and swim wear are considered PT gear. While conducting physical training with in any of MCBH Fitness Centers the removal of headgear (covers, ball caps, headdress, doo rags, bandannas, skullcaps, and nylon stockings) is required. Sweatbands are permitted for wear with in any of the MCBH Fitness Centers.

(2) At no time will civilians exercise without a shirt, or while wearing an undergarment, as an outer garment (e.g. running with nothing but a sports bra as an outer garment). Exceptions will be made for any beach, or swimming pool aboard MCBH.

2. Appropriate Clothing for Civilians in Public Areas

a. Shirts/Tops

(1) At no time will shirts designed to be worn as undergarments be worn as an outer garment (e.g. athletic undershirts or sports bras).

(2) Tank tops, and sleeveless-style tops are authorized. Paragraph 1b(2) applies. As long as they are conservative in appearance, and do not reveal undergarments. Halter-tops, or any other top that bares the midriff are prohibited.

b. Trousers/Shorts/Skirts

(1) Clean and presentable serviceable trousers, shorts, and skirts are required. These items will be of length and fit to maintain a conservative appearance. Trousers that have been

designed with frayed areas on the legs are approved for wear aboard MCBH. Paragraph 1b(2) applies, as long as they meet the requirements of paragraph 1c(1).

(2) Soiled articles are prohibited.

(3) Revealing clothing (i.e. clothing that exposes the midriff, the buttocks, or any portion of the undergarments) or items designed to be worn as under garments (and worn exposed) are not authorized.

(4) Appropriate athletic wear may be worn inside facilities aboard MCBH by civilians not serving as members of the Armed Forces. Appropriate athletic wear is non-military issued physical training gear which Patrons will ensure that athletic wear is conservative in appearance. Yoga pants and leggings may be worn in facilities aboard MCBH, as long as they meet the requirements set forth in paragraph 1c(1). It is emphasized that Civilians will not patronize facilities immediately upon completion of a workout.

c. Swimwear

(1) Swimwear is appropriate while participating in activities at the beach, pool, and aquatic activities only. Swimwear will not be worn as an outer garment in any public area as defined under paragraph 4b(3). An exception is made for the Marina. Swimwear may be worn in facilities with a "cover-up." The cover up garment will, if that cover-up is solid (cannot be seen through), is not be wet from recent aquatic activities. Paragraph 1b(2) applies, extends to the bottom of the buttocks, and prevents the observation of the swimwear underneath.

(2) Swimwear form and fit, French-cut, thong-style and other eccentricities in form and fit are not in accordance with Paragraph 1b(2). will be reasonably conservative in appearance. Thong-style bikinis, and other styles of swimwear that are unnecessarily provocative are prohibited.