



**Military Brotherhood MMC.
Standard Operating Procedure
(SOP) 3
Club Standard of Dress (CSOD)**

Contents

Introduction.....	2
CSOD Proposals and Variations.....	2
Interpretation of the CSOD	2
Treatment of Club Regalia.....	2
Standards and Responsibilities.....	2
Official Club Logo	4
Club Apparel / Equipment / Merchandise Logo.....	5
Wearing Your Vest.....	5
Ceremonial Events/Funerals.....	6
Vest Format.....	6
Patch Fixing Methods	7
Back of Vest.....	7
Mandatory Regalia.....	8
Optional Regalia	9
Animal Membership	11
Service Members Vest - Army	12
Service Members Vest - Navy	14
Service Members Vest – Air Force	15
Sierra Squad Members Vest.....	16
Junior Members Vest.....	17

Introduction

1. SOP 3 is the Club Standard of Dress (CSOD) and applies to all Military Brotherhood MMC Service, Sierra, Retired, Life, Junior and Probationary members.
2. SOP 3 is the authority for all items of dress and merchandise apparel, and is to be read in conjunction with SOP 12.
3. Tasmanian Sub-Branches are to replace RED for KHAKI throughout this SOP.

CSOD Proposals and Variations

4. Permanent variations to the CSOD are not to be made without prior approval of National Executive Committee (NEC). The National Sergeant Major (NSM) is authorised to approve temporary variations to orders of dress for specific occasions, such as Sub Branch (SB) ANZAC Day ceremonies or weddings.
5. A proposal to vary or introduce any item of dress or embellishment to the CSOD is to be forwarded through the SB chain of command, and State President (SP), to NEC for consideration. The SB chain of command and SP are to endorse the submission with comments and recommendations. Submissions may be in email format and are to detail the change and include justification.

Interpretation of the CSOD

6. The CSOD is to be interpreted as positive instructions, meaning if a situation is not specified in this SOP, it is therefore **prohibited**; however, elements of this manual provide specific direction to the members.

Treatment of Club Regalia

7. It is a privilege to wear Club regalia. Any disrespect, including disfiguring your regalia, or 'removing your regalia and throwing it down' will be viewed as your decision to leave the Club. Any occurrence of disrespect to your regalia, regardless of your personal opinion and/or mind-set will instigate a grievance process to be assessed by the NEC.

Standards and Responsibilities

8. The image, pride and esteem of the MBMMC are highly dependent upon the maintenance of the highest standards of dress, appearance, grooming and bearing that is expected of all members. It is the responsibility of all members to maintain their vest and MBMMC clothing in good order and repair, and present the highest possible standards of appearance.
9. Your Vest must be kept clean and maintained to a high standard. Vests and patches that are badly faded, become worn out or discoloured need to be replaced to maintain the standard required to represent the Club. This is to be actively managed by the SSM at a SB level.

10. Special consideration is given where the vest may be altered on specific occasions by attaching the appropriate poppy/badge/ribbon/pin on or above the Club breast patch at commemorative services such as ANZAC Day or Remembrance Day. Only one poppy/badge/ribbon/pin is to be worn on the vest at any one time with the exception of serials b and c whereby both poppies may be worn during the prescribed period. If members wish to wear the Purple Poppy it must be worn with the Red Poppy.

11. When involved in authorised charitable activities, members are to uphold their appearance, and maintain the reputation and standards of the MBMMC. The wearing of a poppy/badge/ribbon/pin is only authorised on the following occasions:

- a. ANZAC Day (25 April, to include the week of 25 April) – poppy or badge.
- b. Remembrance Day (Red Poppy) (11 November, to include the week of 11 November) – poppy or badge.
- c. Remembrance Day (Purple Poppy) (11 November, to include the week of 11 November) – poppy or badge.
- d. Legacy Week – poppy or badge.
- e. Reconciliation Week (27 May–03 June) – Indigenous Pin.
- f. Pride Month (June every year) – Rainbow Flag Pin.
- g. National Aborigines and Islanders Day Observance Committee (NAIDOC) Week (first or second week of July) – Indigenous Pin.

12. Items of clothing or equipment which are not of an approved design or material are not to be worn as part of the MBMMC vest. While recognising the standards of society, the traditional military standards have proved their value in fostering group identity and morale. Unless otherwise stated, this CSOD applies to all MBMMC members.

13. The MBMMC cannot and does not encourage the wearing of unofficial commemorative medals or other non-issue items in combination with official ones on the left side of the vest. Wearing unofficial commemoratives with issued medals destroys the integrity of Australia's honours and awards system, and demeans the genuine service of the wearer.

14. The following rules are to be observed by all members when wearing Australian, Commonwealth or Allied honours and awards on members' vests:

- a. If you were awarded an honour or award by the government of the country you served, at the time you were living in that country, then those honours and awards must be worn on the left breast (including replicas). Commercially purchased items, i.e. those not issued, are not to be worn on the left breast. If in doubt refer to Defence Honours and Awards Manual (DHAM).

- b. If you served in the Australian Defence Force or a Commonwealth or Allied Defence Force, and their present Standard of Dress indicate the wearing of a particular embellishment, whether on the left or right breast, then you are entitled to wear that embellishment.
- c. If an honour or award, or any embellishment is in dispute as to where it should be worn on the club vest, then the NEC shall consider the situation and make a ruling.
- d. Members' vests should always be buttoned up / fastened when wearing full sized medals / honours and awards outdoors.
- e. Members who are no longer serving are not governed by the Defence Act, but currently accepted protocols still apply. These protocols are based on the Defence Act governing serving members.

Official Club Logo

- 15. The official Club logo is modelled on the ADF Tri Service badge (Fig 1 below).
 - a. A naval anchor.
 - b. Two crossed small arms, being STYER F88.
 - c. An Air Force F18 Super Hornet fighter.
 - d. The Federation Star.



Fig 1 - Club logo

Club Apparel / Equipment / Merchandise Logo

16. Our official Club colours, listed below, are to be used on all items of clothing, merchandise and apparel:

- a) All Mainland Sub Branches - Embroidery thread: KingStar Shade 70, Screen print: Pantone186c, or colour matched alternative by other suppliers, in Font - ITC Tiffany only.
- b) All Tasmanian Sub Branches - Embroidery thread: KingStar Shade 656, Screen print: Pantone 392c, or colour matched alternative by other suppliers, in Font - ITC Tiffany only.

17. The official artwork file is available via the chain of command from the NAT EXEC to ensure the integrity of the Club's identity (Fig 2).



Fig 2 - Club Apparel / Equipment / Merchandise Logo

18. Merchandise and apparel for official club events, club runs and supporting activities require NEC approval in writing before manufacture and distribution occurs.

19. Approved Club supporters may have merchandise and apparel made available to them but must clearly state they are a Military Brotherhood Supporter. There is to be no reference or the use of the letters "MMC" anywhere on the merchandise or apparel.

Wearing Your Vest

20. You must wear your vest when attending general meetings, official club events, club runs and ceremonial activities (parades, marches, and funerals).

21. As a minimum the following clothing **must be worn** when wearing your vest:

- a. Enclosed footwear.
- b. Full leg length pants (a skirt of appropriate colour and length is an alternative option for female members).

- c. Shirt or singlet under your vest chosen from the approved apparel list is the preferred option. If non-Club items are to be worn, they must not have any offensive wording or logos.
22. Protective shirts, jackets and safety equipment may be worn at any time with the preference being towards club colourings.
23. Your Club Vest is prohibited to be worn inside any motor vehicle whether you are the driver or passenger, unless there is a need to mount/dismount the vehicle multiple times and during a specific event, i.e. charity Toy Run, and only on written approval from NSM.

Ceremonial Events/Funerals

24. The dress for ceremonial activities is as follows;
- a. Club Vest with full size medals, your Club shirt as chosen from the approved apparel listing or a collared white or black long sleeve shirt, with black or blue trousers.
 - b. Female members may wear a skirt of appropriate colour and length.
 - c. Enclosed footwear.
25. Wearing of regalia, medals, or any Club clothing at funerals is to be approved by the deceased family.

Vest Format

26. Club vest is to be Black or Dark Brown.
27. Piping, lacing, and fasteners are to be red or black or a combination of both.
28. Coupling devices which hold the front and sides of the vest closed are of free design.
29. The Breast patch is to be positioned as close as possible as to cover the heart. The top of the Breast patch and AKA patch are to be level.
30. All future MBMMC run patches shall be red writing on a black background.
31. Authorities for wearing Badges/Accessories/Embellishments on members' vests are, where possible, aligned with the following publications:
- a. ANP 4426-1203 Uniform Instructions for the Royal Australian Navy (ANP).
 - b. Army Dress Manual (ADM).
 - c. Air Force Dress Manual (AFDMAN).
 - d. Defence Honours and Awards manual (DHAM).

32. Correct vest layouts, by membership type, are shown in Figures 4-8 of this document.

Patch Fixing Methods

33. Patches which are not updated, ie. AKA or Breast patch, are to be sewn onto your vest. Other fixing methods are not acceptable.

34. The following patches may be sewn or attached by other means but are not to be glued:

- a. Service Star Patch.
- b. Executive Position Patch.

Back of Vest

35. Service members may wear the cam or single colour material on the back of the vest that they wore during their service which covers the entire back of the vest, from the middle top of the shoulder to the bottom of the vest as show below in Fig 3. Representation of your country on the back of the vest is encouraged however, if it must be an approved ADF, Commonwealth or Allied Forces uniform material. Only one style is to be worn.



Fig 3 – Back of Vest

36. Members may wear any derivative that superseded their version of chosen cam. For example, if an Ex-RAN member didn't wear the current cam pattern, they are permitted to wear the newer version so they can be easily identified as Ex-RAN.

37. Only Sierra Squad members with approved military service may wear the cam or single colour material on the back of their Vest.

38. A member who has approved military service and does not qualify for full service membership must refer to Fig 7 for the format of their vest. The Sierra Squad Breast patch is to be worn until such time that Service membership is gained.

39. If a member who; has approved military service, completes their probation period, and is endorsed by their Sub-Branch however, does not qualify for full service membership, can wear the number plate as per an endorsed Sierra Member.

40. Service Members will wear the Number Plate after the completion of their probation period and have been endorsed by their Sub-Branch.

Mandatory Regalia

41. The following shall be worn on every member's vest once entitled:

- a. Breast Patch.
- b. The Task is Ours patch.
- c. Founding members patch, if applicable:
 - (1) the first line to be "Sub-Branch Founder".
 - (2) the second line. "Sub-Branch Name".
 - (3) the third line to be the Year.
- d. Years of Service patch.
- e. ICB, ACB or AFGCB.
- f. Ribbon Bars/ patch to be worn IAW members' countries' Military Honours and Awards System.
- g. Individual Defence and Service commendations / Soldiers Medallion (RAN to be read in conjunction with para 47 f).
- h. AKA patch. The top of the AKA patch on the right-hand side of the vest is to be in line with the top of the member's Service/Sierra patch on the left-hand side of the vest.
- i. Executive Position (if applicable)
- j. Advocacy/Welfare/Pension patch (if qualified and registered)
- k. ANF meeting the following criteria:
 - (1) Service Members and Sierra Members who have served can wear the ANF, Navy Ensign, RAAF Ensign, or the allied country they served with, including a DPCU/deployment variant. Only one is to be worn.
 - (2) Sierra Members and Junior Members are only to wear the normal ANF, with no background or writing.
- l. Number plate (if state/territory permitted),

Optional Regalia

42. The following may be worn on members vest once entitled:
- a. Service crest – Army, Navy or Air Force (only one option to be worn and no rate/corps or muster permitted)
 - b. Location Patch – as and if agreed by the sub-branch as a whole. a Sub-Branch choice of one only of the following:
 - (1) Written SB location, rectangular in shape, dimensions 34mm high x 94mm long. To be worn under the AKA patch.
 - (2) Location design patch, rectangular in shape, no written text, dimensions 50mm high by 75mm long. To be worn either below or in place of the country-of-origin patch. (Design to be approved by the NEC).
 - (3) Circular location patch design, no written text, indicatively 60mm in diameter. To be worn either below or in place of the country-of-origin patch. (Design to be approved by the NEC).
 - c. Run patches (Club on the left-hand side of vest and Supported on the right-hand side of vest).
 - d. Memorial patch(es) of deceased members.
 - e. Service Ode Patch that is no greater than 75mm x 75mm in size, newly produced items being red writing (including graphic) on a black background. (bottom right-hand side of vest beside Supported Run Patches).
 - f. Dog tag. Choice of one dog tag as issued during Defence service.
 - g. RAN Flying Badge (Pilot, Aviation Warfare Officer, Aircrew, Flight Test Engineers and Remote Pilot Warfare Officer).
 - h. RAN Principal Warfare Officer Badge.
 - i. RAN Submarine Sea Qualification Badge.
 - j. RAN Parachutist or Special Duties Unit Parachutist Badge.
 - k. RAN Mine Clearance Diving Officer Badge.
 - l. RAN Mine Warfare Officer Badge.
 - m. RAN Maritime Logistics Officer Charge Badge.
 - n. RAN Engineering Officer Charge Badge.
 - o. RAN Maritime Geospatial Badge.

- p. RAN Fighter Control Badge.
- q. RAN Technical Sailor Charge Badge,
- r. RAN / ARMY Recruit Instructor.
- s. ARMY Aircrew Badge (Pilot / Observer / Aircrewman / Technician / Flight Test Engineer).
- t. ARMY Parachute Instructor Badge (Free Fall Instructor / Parachute Jump Instructor / Parachute Jump Master / Parachute Jump Master Static Line / Parachute Jump Master Free Fall.
- u. ARMY Military Instructor Badge.
- v. ARMY Skill at Arms Badge.
- w. Air Force Air Vice-Marshal Eaton 'Airman of the Year' Award.
- x. Air Force Flying Badges (Pilot / Loadmaster / Airborne Electronics Analyst / Crew Attendant / Flight Test Engineer / Mission Aircrew.
- y. Air Force Mission Controller Badge (formerly Joint Battlefield Airspace Controller (JBAC) Badge (only when wearing medals).
- z. Air Force Military Skills Instructor Badge.
- aa. Extra Responsibility patch (if applicable).
- bb. Deceased Relative Ribbon Bars and/or the members' individually awarded State Medals.
- cc. Country of origin flag.
- dd. Maximum combination of four approved military unit, campaign, corps, qualification, or trade patches.
 - (1) Service and Sierra members who have served may wear a combined total of four patches (Service Members only for corps, qualification and trade patches) on the right-hand side of the vest, below the optional Country of Origin Patch and above the space allocated for supported run patches. The intent is to describe the service history of who the vest represents.
 - (2) If a Sierra squad member who has not served in the ADF, but was part of a Unit, Campaign or Deployment i.e. as a Public Servant, a United Nations employee or Emergency Service Personnel, may submit a request to the NEC for approval to wear the appropriate patch. Official evidence of this service must be provided with the application.
 - (3) Sierra and Junior members who have not served are not permitted to wear patches of their family or friends' campaign, unit, qualification, corps or trade military issued items, unless approved by NEC to wear deceased family members campaign / unit patch.

Animal Membership

43. Animal membership is prohibited, including assistance dogs. Club merchandise and items of regalia are not to be attached to any animal accessories or the animal.

Service Members Vest - Army

44. A Service Member - Army Vest shall be set out IAW Figure 4 below:



Figure 4: Service Member - Army Vest

45. To align Club dress standards with the ADM and DHAM, items **not to be worn** on a Service Member – Army vest are:

- a. Any accoutrements that have not been approved by the NEC.
- b. Any badge or patch that signifies current or former military rank
- c. Miniature medals.
- d. Army Individual Readiness Badge (AIRN) (para 14, Annex 4C of ADM).
- e. Returned from Active Service Badge (RASB) (Vol 2, Chap 24 of DHAM).
- f. Operational Service Badge (OSB) (Vol 2, Chap 24 of DHAM).
- g. Unit shoulder patches not approved and listed in the Unit Shoulder Patch register (para 3.168 of ADM).
- h. Royal Cypher and Crown Insignia (large) (para 4.24 of ADM).

- i. 3 RAR Parachute Badge, if qualified after 26 September 2011.
- j. Aircrew and Parachute Instructor Badges together, one only (para 8 of Annex 4G of ADM).

Service Members Vest - Navy

46. A Service Member - Navy Vest shall be set out IAW Figure 5 below:



Figure 5: Service Member - Navy Vest

47. To align Club dress standards with ANP and DHAM, items **not to be worn** on a Service Member – Navy vest are:

- a. Any accoutrements that have not been approved by the NEC.
- b. Any badge, patch or button that signifies current or former military rank.
- c. Miniature medals.
- d. Service Readiness Badge (para 6.53 of ANP).
- e. Long Service Badges (para 6.68 of ANP).
- f. RAN Commendation Badges (para 6.77 of ANP)
- g. Cuff Rate Badges (para 6.103 of ANP)
- h. Returned from Active Service Badge (RASB) (Vol 2, Chap 24 of DHAM).
- i. Operational Service Badge (OSB) (Vol 2, Chap 24 of DHAM).

Service Members Vest – Air Force

48. A Service Member – Air Force Vest shall be set out IAW Figure 6 below:



Figure 6: Service Member – Air Force Vest

49. To align Club dress standards with the AFDMAN and DHAM, items **not to be worn** on a Service Member – Air Force vest are:

- a. Any accoutrements that have not been approved by the NEC.
- b. Any badge or patch that signifies current or former military rank
- c. Miniature medals.
- d. Individual Readiness Badge (IRB) (para 4.56 of AFDMAN).
- e. Returned from Active Service Badge (RASB) (Vol 2, Chap 24 of DHAM).
- f. Operational Service Badge (OSB) (Vol 2, Chap 24 of DHAM).
- g. Any other Air Force uniform badges not listed in paras 40 & 41 of this CSOD (para 4.7 of the AFDMAN).

Sierra Squad Members Vest

50. Sierra Squad Members will wear the Number Plate after the completion of their probation period and have been endorsed by their Sub-Branch.

51. ANF, no background and no writing.

52. Sierra Squad Members vest shall be set out IAW Figure 7 below:



Figure 7: Sierra Squad Member Vest

53. To align Club dress standards, items **not to be worn** on a Sierra Squad Member vest are:

- a. Any accoutrements that have not been approved by the NEC.
- b. Deceased relative miniature medals.

Junior Members Vest

54. ANF, no background and no writing.

55. A junior members vest shall be set out IAW Figure 8 below, with a Junior Member patch sized as follows:

- a) Aged 0 – 11: 5cm wide x 6cm high. (Pre-school, Kindergarten, Prep and Primary School)
- b) Aged 12 – 17: 7cm wide x 8cm high. (Secondary / High School)



Figure 8: Junior Member Vest

56. To align Club dress standards items **not to be worn** on a Junior Member vest are:

- a. Any accoutrements that have not been approved by the NEC.
- b. Number Plate
- c. Service Stars badge.
- d. Deceased relative miniature medals.