



DEPARTMENT OF THE NAVY
COMMANDER NAVY INSTALLATIONS COMMAND
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CNICNOTE 4061
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CNIC NOTICE 4061

From: Commander, Navy Installations Command

Subj: POLICY FOR SHORE GALLEY ATTIRE

Ref: (a) NAVPERS 15665J
(b) CNICINST 4061.1A

1. Purpose. This policy establishes professional and sanitary standards for attire within all Commander, Navy Installations Command (CNIC) operated Galleys (hereafter referred to as "facilities") to promote personnel well-being, health, and safety while maintaining a respectful and inclusive environment.
2. Scope and Applicability. This notice applies to CNIC Headquarters (HQ), Regions and Installations.
3. Background
 - a. Proper attire helps maintain a professional atmosphere, promotes a clean and sanitary environment for food consumption, reflects positively on the Navy's image, and enhances the overall dining experience for all personnel.
 - b. Personnel wearing military uniforms will follow guidance per reference (a).
 - c. All personnel will maintain a clean, neat, and well-groomed appearance while utilizing the facilities.
 - d. Failure to comply will result in chain of command notification for repeat offenders not adhering to the dress code policy.
 - e. Supervisors or designated personnel will only allow entry to the facility for those adhering to the dress code.
4. Policy. This policy applies to all personnel using the facilities, including active-duty military personnel, civilian employees, and authorized guests. Authorized patrons for CNIC operated dining facilities are outlined per reference (b).

a. Commands with specific additional dress code requirements will submit a waiver to CNIC HQ.

b. Navy schoolhouse students or recruits may be subject to additional dress code requirements without waiver to this policy. Students should be afforded the opportunity to dine in relaxed civilian attire, if the curriculum allows.

c. Civilian Attire. Clean, appropriate civilian clothing is authorized to be worn to the galleys if Sailors, and other service members, are in non-duty status.

d. Sanitation Standards

(1) Personal Hygiene. Personnel are expected to maintain good personal hygiene standards. Strong body odor, fragrance, or uncleanness can disrupt other diners.

(2) Clothing must not have come into direct contact with excessive oil, grease, chemicals, or other contaminants that could pose a health risk in a food service environment.

(3) Heavily soiled clothing from working with machinery, harsh chemicals or covered in dust, dirt, or debris is not authorized.

e. Specific Attire Guidelines

(1) Clothing with profanity, pornographic content, advocacy of illegal substances, offensive language or imagery, or otherwise violates Department of Defense or Department of the Navy instruction, directive or policy is strictly prohibited.

(2) Undergarments must always be covered.

(3) Footwear. Both sandals and closed-toe shoes are permitted. Bare feet are strictly prohibited for safety and sanitation reasons.

(4) Headwear. Hats, caps, and non-religious head coverings must be removed upon entering the facility.

(5) Shirts. Shirts should be worn in a manner to prevent excessive exposure.

(6) Gym Attire.

(a) Clean physical training (PT) attire is authorized to be worn in the facility during any meal times, including the times in between meals for Grab and Go Meal Hours.

(c) Clothing items with rips, tears or are extremely short in length (exposes significant part of the upper thigh area) are not permitted.

(7) Swimwear. Board shorts and rash guards are acceptable and must be clean and dry. Bikinis and speedos are strictly prohibited.

(8) Outerwear. Heavy coats, jackets, or parkas should be left in designated clothing areas to prevent congestion in the dining area.

5. Records Management

a. Records created as a result of this notice, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Assistant for administration, Directive and Records Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-InformationManagement/Approved%20Record%20Schedules/Forms/AllItems.aspx>

b. For questions concerning the management of records related to this notice or the records disposition schedules, please contact your local records manager or the OPNAV Records Management Program (DNS-16).

6. Cancellation Contingency. This notice is in effect for one year until it is superseded by another notice or instruction, whichever occurs first.



C. S. GRAY

Releasability and distribution:

This policy is cleared for public release and is available electronically only via CNIC Gateway 2.0, <https://g2.cnic.navy.mil/CC/Documents/Forms/Directives%20Only.asp>