

Uniforms

Issued June '86
Sheet 6/00

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Uniforms

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General Notes.

Uniforms are issued to identify personnel whose duties involve contact with the public or require them to be readily identified as members of V/Line.

In many cases, the public's first dealing with the State Transport Authority is through contact with uniformed personnel, resulting in such personnel being the focal point of attention. It can be easily seen that the importance of clean, neat and correctly attired personnel in appropriate uniforms cannot be over-emphasised.

Uniforms provided by V/Line evolved as the result of intensive studies of requirements, appropriate design and trials in service, with ongoing consultation with the respective unions. The materials provided have been chosen to give the most comfort to personnel, along with long wearing qualities and resistance to spoiling.

It is not intended that this Manual provide details as to the numbers of items issued, the frequency of issue or the listing of all items available on a regular basis to the various grades, as this will be the subject of a separate publication to be produced from other sources.

However, such general issue having a V/Line logo will be included along with any major clothing items that combine to make a complete uniform.

Supervisors are to ensure that uniform clothing is worn correctly and kept neat and tidy. They are to ensure that protective clothing is used for the purpose issued and it is not in a state of disrepair.

Should heat seal or woven badge logos fray, be damaged, disfigured or removed, then replacement logos are to be obtained through the immediate supervisor.

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Uniform entitlements

Information as to the type, numbers and frequency of issue of items of uniforms to which the various grades are entitled is obtainable from Divisional staff offices or immediate supervisors.

In the near future this information will be compiled by other sources for distribution in a Manual format.

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Applications, for replacement items.

Replacement uniform clothing items can be obtained by the completion of one of three forms currently available. These are:—

Form No. 3911 — Application for uniform clothing, Trading and Catering.

Form No. 3776 — Application for clothing, Enginemen.

Form No. 624 — Application for uniform clothing (for general use).

These forms, which are stock items available from the Storehouse Manager, Laurens St. Depot Storehouse, should also be obtainable from supervising grades or respective staff offices.

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Surrender of Uniforms.

Uniforms are only to be worn whilst personnel are on duty and should staff leave V/Line for any reason (i.e. resignation, retirement) all items of uniform that have been issued to the employee are to be returned prior to or on the last day of duty.

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Care and maintenance, including hints for stain removal, of uniforms

Care and maintenance

As part of V/Line's image, it is the responsibility of the individual to ensure that all items of the uniform are kept in good condition and, when reporting for duty, that the uniform is clean, neat and pressed whilst shoes are clean and in good repair.

Most uniform items will carry care instructions as to the recommended method of cleaning and ironing the garments. As the range of items is too extensive to include in this manual, the Supervisor should be contacted where any doubt arises as to the correct care method to be adopted.

Stain removal

Ball Point Pen

Marks can be removed by acting quickly to dab the stain with methylated spirits or equal parts of methylated spirits and vinegar.

If the stain has dried, use equal parts talcum powder and calcium chloride mixed to a paste with methylated spirits. Leave it to dry then brush off.

On synthetic material, use essence of lemon.

Beetroot

Soak the article in milk for a few hours or put the stained portion of the article in a shallow dish of cold water with a slice of bread on the stain. The bread will absorb the colour. Then wash the article.

Blood

Use a teaspoon of salt to half a litre of cold water, soak or sponge the stain as quickly as possible.

If the stain has dried, pack it with a paste of powdered borax and a little water. Allow to dry and brush off.

Chewing Gum

Put a block of ice on the garment or put the garment in a plastic bag in the freezer for a while, then scrape off any excess and sponge with eucalyptus.

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Care and maintenance, including hints for stain removal, of uniforms — *Continued*

Grease

Add a handful of salt or one tablespoon of baking soda to the detergent in a washing machine.

Lipstick

Do not rub as lipstick spreads easily. Just dab on a good dry cleaning fluid or put a little glycerine on the stain. Leave a few hours then wipe with eucalyptus.

Make up

Remove with a soft cloth dipped in a little warm water to which has been added some cloudy ammonia.

Oil

Pack the stain firmly with talcum powder to absorb the oil. Then sponge with eucalyptus.

Perspiration

Sponge bad perspiration stains, or odours that won't go away, with white vinegar. Crush three aspros with the equivalent of cream of tartar and mix with a little water. Leave on the stain for 20 minutes before washing. For strong odours hold over a basin of steaming hot water with two tablespoons of cloudy ammonia added.

Scorch marks

Make sure the mark is only a scorch and not a burn. Rub with dry steel wool to remove surface brown and, if a pale coloured material, sponge with a weak bleach, about one part in four. Rinse immediately, do not soak in the bleach.

Tea

Pat stains with Borax, then run warm water through garment.

Texta

Gently dab with essence of lemon. Do not rub as colour will spread.

Unknown or dried stains

Use a dab of eucalyptus in this situation.

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Care and maintenance, including hints for stain removal, of uniforms — *Continued*

Wine

Treat immediately with soda water.

Miscellaneous

Stuck zippers

If a zip fastener becomes stuck, talcum powder liberally sprinkled over the teeth often helps to free the zip. Lead pencil is also effective but take care not to mark clothes.

Zippers sometimes stick due to fabric from the inside hem folding back into the zip teeth. Try to jiggle the zip loose rather than cut the material.

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Enginemen

These grades are issued with a grey working jacket and a grey Castro jacket. Both jackets show a V/Line logo with tangerine letters and a green slash. Grey trousers and shorts plus a green shirt and grey knitwear complete the uniform.

Form 3776 — Application for clothing — is to be used when ordering replacement items.

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Men's grey working jacket and grey castro jacket

Care Instructions

Not dry cleanable
Hand wash in warm water
Machine wash, gentle cycle, warm water
Do not bleach
Drip dry
Tumble dry, cool setting
Warm iron



Grey working jacket
65% polyester 35% cotton



Grey castro jacket
100% nylon

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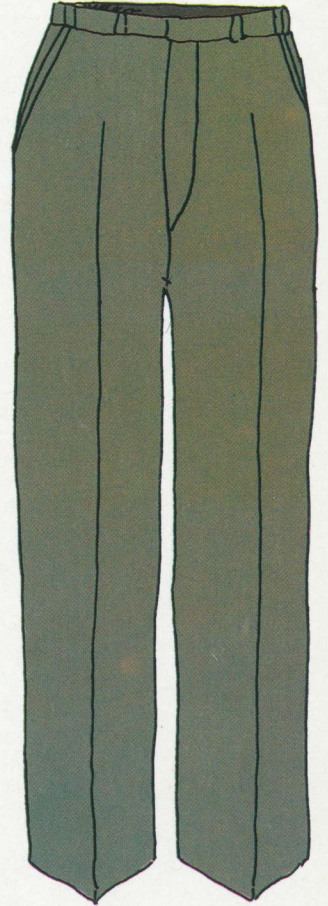
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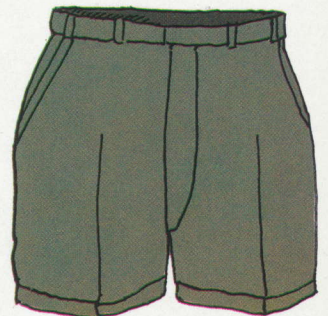
Men's grey trousers & shorts

Care Instructions

Dry cleanable
Do up zip before washing
Hand wash in warm water
Machine wash, gentle cycle, warm water
Do not bleach
Cold rinse
Drip dry
Tumble dry cool setting
To iron, place a dry cloth over the
item and iron over the cloth using
a warm iron only.



Grey trousers and shorts
65% polyester 35% viscose



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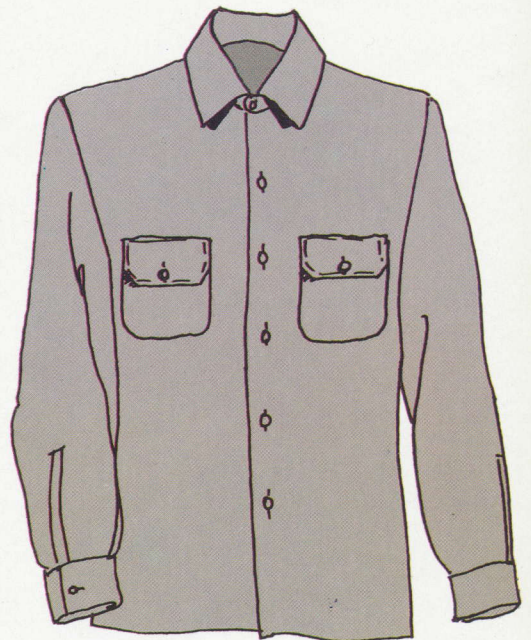
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Men's light green shirt

Care Instructions

Not dry cleanable
Hand wash, warm water
Machine wash, gentle cycle, warm water
Do not bleach
Cold rinse
Drip dry
Tumble dry, cool setting
Warm iron

Plain green shirts, long and short sleeves
65% polyester 35% cotton



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Men's grey pullover

Care Instructions

Not dry cleanable
Hand wash in cool water
Machine wash, gentle cycle, cool water
Rinse thoroughly
Do not bleach
Spin recommended
Dry in the shade
Do not tumble dry

Grey pullover
80% wool 20% nylon



Uniforms

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Conductors

Females are issued with bottle green jacket, grey overcoat, grey skirt, a green long sleeved or sleeveless cardigan and a light green blouse.

Males are issued with a bottle green jacket, grey overcoat, grey trousers, a green long sleeved or sleeveless cardigan and a light green shirt to complete their uniform.

The bottle green jacket and grey overcoat show a V/Line logo with letters in tangerine and a green slash. The bottle green jacket has a white keyline around the green slash.

Form No. 624 — Application for uniform clothing — is to be used when ordering replacement items.

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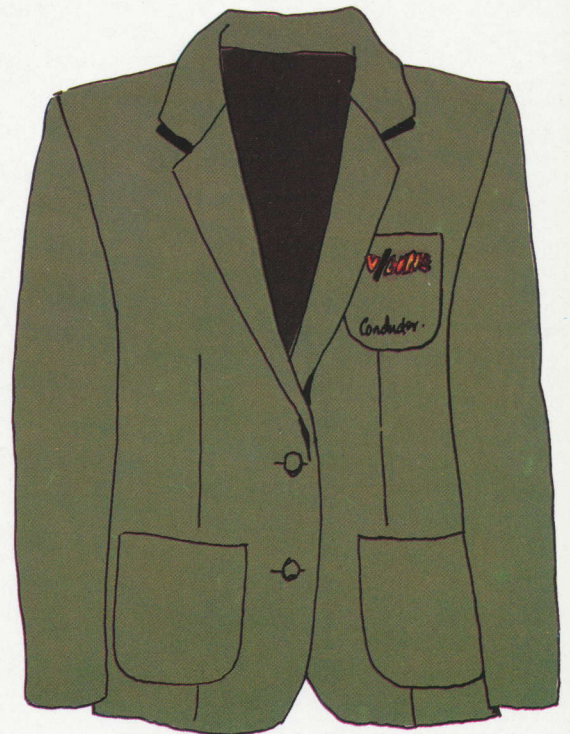
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Ladies' bottlegreen jacket

Care Instructions

Dry clean only
To iron, place a dry cloth over
the jacket and iron over the
cloth using a warm iron only.

Green jacket
70% wool 30% polyester



Uniforms

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Ladies' grey overcoat

Care Instructions

Dry clean only
Warm iron only

Grey overcoat
100% wool



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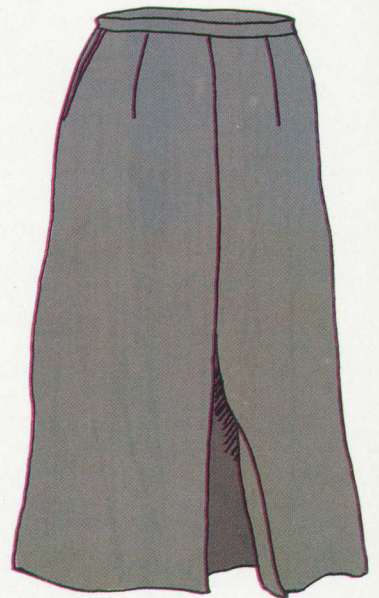
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Ladies' grey skirt

Care Instructions

Dry cleanable
Do up zip before washing
Hand wash in warm water
Machine wash, gentle cycle, warm water
Do not bleach
Cold rinse
Drip dry
Tumble dry, cool setting
To iron, place a dry cloth over the
garment and iron over the cloth
using a warm iron only.

Grey skirt 55% polyester 45% wool



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Reproduction Material and Mechanical Artwork

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Ladies' green long sleeved cardigan

Care Instructions

Not dry cleanable
Hand wash in cool water
Machine wash, gentle cycle, cool water
Rinse thoroughly
Do not bleach
Spin recommended
Dry in the shade
Do not tumble dry

Green long sleeved cardigan
100% wool



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Ladies' light green blouse

Care Instructions

Not dry cleanable
Hand wash in warm water
Machine wash, gentle cycle, warm water
Do not bleach
Drip dry
Tumble dry, cool setting
Warm iron

Plain green long sleeved blouse
65% polyester 35% cotton



Uniforms

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Sheet 6/20/06

Reproduction Material and Mechanical Artwork

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Men's bottle green jacket

Care Instructions

Dry clean only
To iron, place a dry cloth over the
jacket and iron over the cloth using
a warm iron only.

Green jacket
70% wool 30% polyester



Uniforms

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Sheet 6/20/07

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Men's grey overcoat

Care Instructions

Dry cleanable only
Warm iron only

Grey overcoat
100% wool



Uniforms

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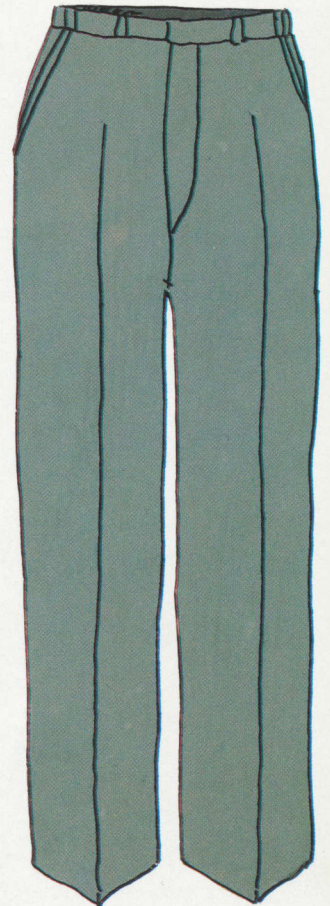
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Men's grey trousers & shorts

Care Instructions

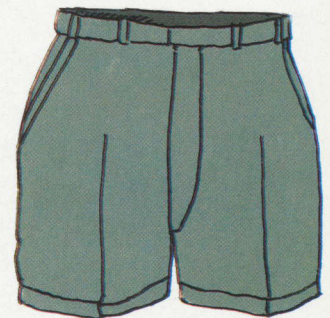
Dry cleanable
Do up the zip before washing
Hand wash in warm water
Machine wash, gentle cycle, warm water
Do not bleach
Cold rinse
Drip dry
Tumble dry cool setting
To iron, place a dry cloth over the
item and iron over the cloth using
a warm iron only.

Grey trousers
55% polyester 45% wool



Grey shorts
55% polyester 45% wool

(Note: Shorts not
issued to Conductors)



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Men's green long sleeved cardigan

Care Instructions

Not dry cleanable
Hand wash in cool water
Machine wash, gentle cycle, cool water
Rinse thoroughly
Do not bleach
Spin recommended
Dry in the shade
Do not tumble dry

Green long sleeved cardigan
100% wool



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Reproduction Material and Mechanical Artwork

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Men's light green shirt

Care Instructions

Not dry cleanable
Hand wash in warm water
Machine wash, gentle cycle, warm water
Do not bleach
Cold rinse
Drip dry
Tumble dry, cool setting
Warm iron

Plain green shirts, long and short sleeves
65% polyester 35% cotton



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Trading and Catering

Females are issued with an orange jacket, a choice of a grey cardigan or grey sleeveless pullover, a choice of orange square or grey cravat scarves, pinafores, a choice of either long sleeved plain apricot or short sleeved screen printed blouse and either an orange or grey skirt or screen printed dress.

The jackets show a V/Line logo with white lettering and a green slash whilst knitwear and blouses have tangerine lettering with a green slash.

Males are issued with a orange jacket, orange vest, grey trousers, plain apricot shirts and either a bow tie or a standard tie.

The male jacket and vest show a V/Line logo with white lettering and a green slash whilst the shirt has tangerine lettering with a green slash.

Form No. 3911 — Application for uniform clothing — is to be used when ordering replacement items.

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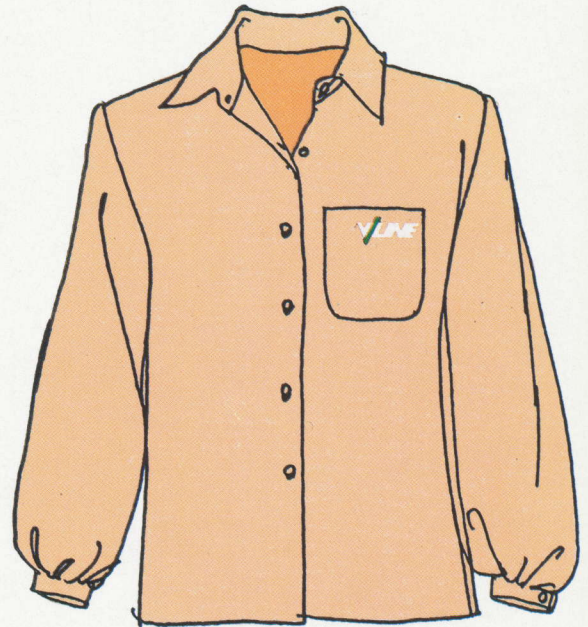
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Ladies' apricot long sleeved blouse & printed short sleeved blouse

Care Instructions

Not dry cleanable
Hand wash in warm water
Machine wash, gentle cycle, warm water
Do not bleach
Drip Dry
Tumble dry, cool setting
Warm iron



Plain apricot long sleeved blouse
65% polyester 35% cotton

Printed short sleeved blouse
65% polyester 35% cotton



Uniforms

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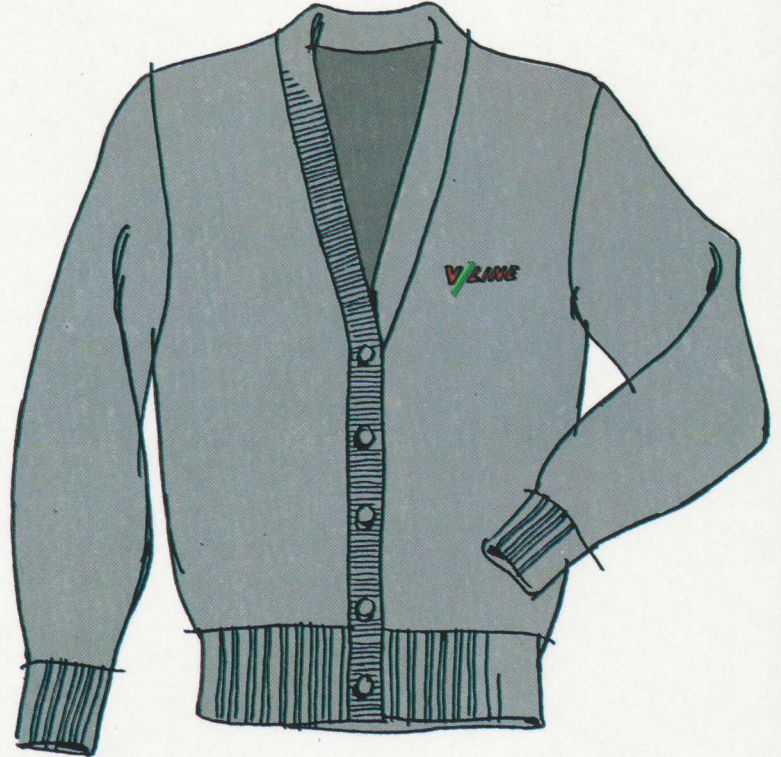
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Ladies' grey long sleeved cardigan & grey sleeveless pullover

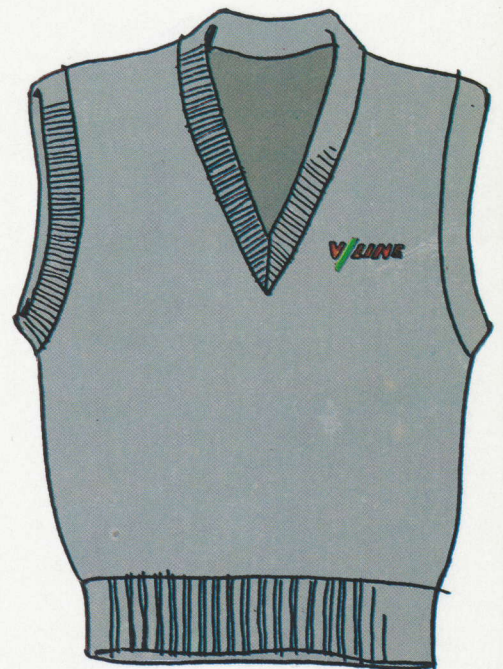
Care Instructions

Not dry cleanable
Hand wash in cool water
Machine wash, gentle cycle, cool water
Rinse thoroughly
Do not bleach
Spin recommended
Dry in the shade
Do not tumble dry



Grey long sleeved cardigan
100% wool

Grey sleeveless pullover
100% wool



Uniforms

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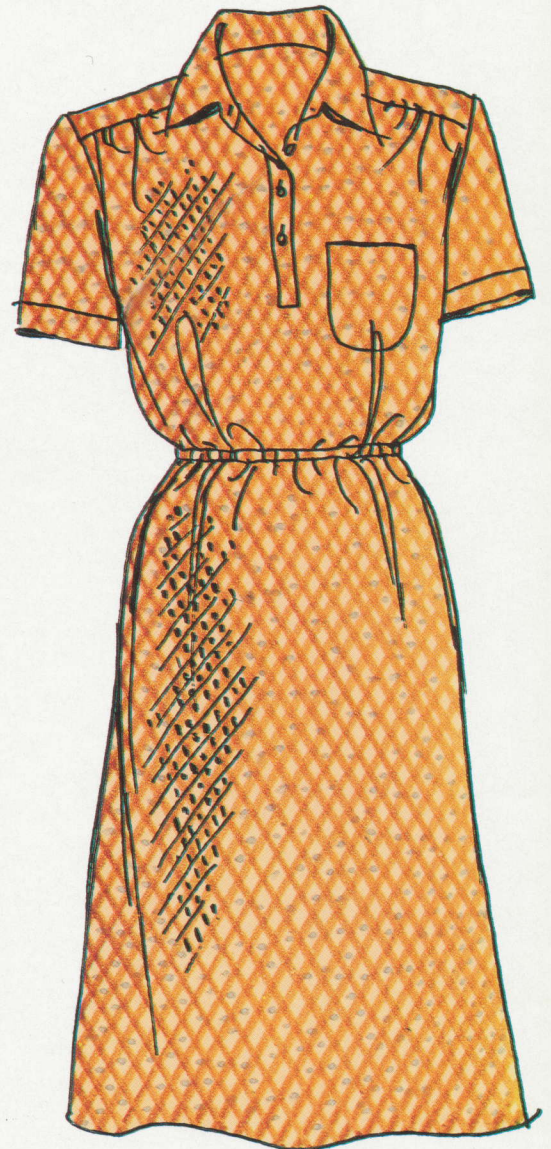
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Ladies' printed short sleeved dress

Care Instructions

Dry cleanable
Hand wash in warm water
Machine wash, gentle cycle, warm water
Do not bleach
Drip dry
Tumble dry, cool setting
Warm iron

Printed short sleeved dress
65% polyester 35% cotton



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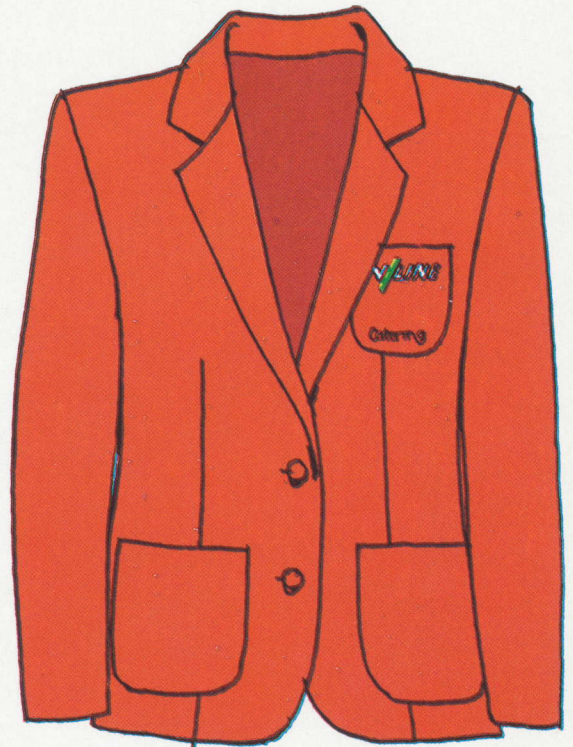
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Ladies' orange jacket

Care Instructions

Dry clean only
To iron, place a dry cloth over
the jacket and iron over the
cloth using a warm iron only.

Orange jacket
55% polyester 45% wool



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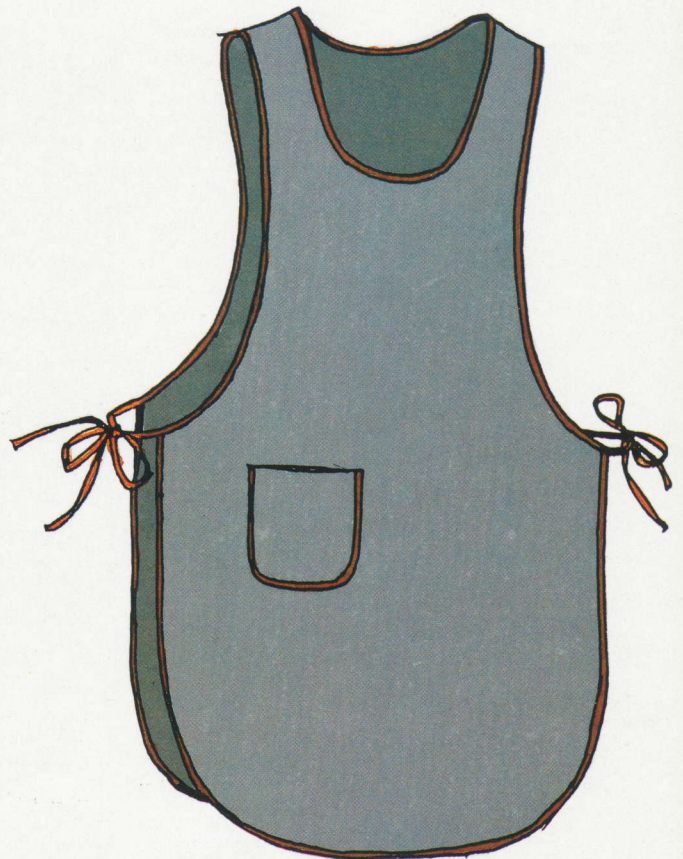
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Ladies' grey popover pinafore

Care Instructions

Hand wash, warm water
Machine wash, gentle cycle, warm water
Do not bleach
Drip dry
Warm Iron

Grey popover pinafore
65% polyester 35% rayon



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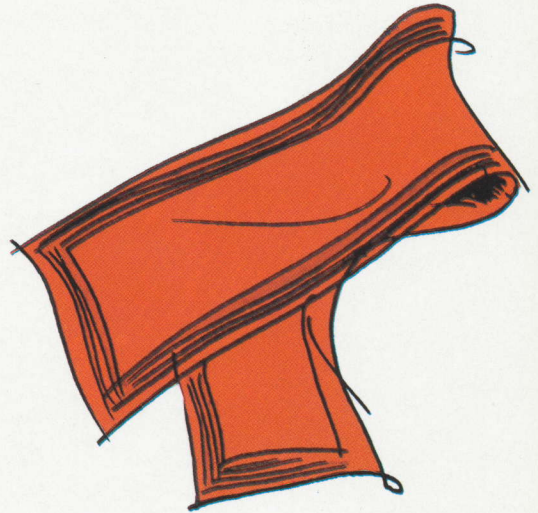
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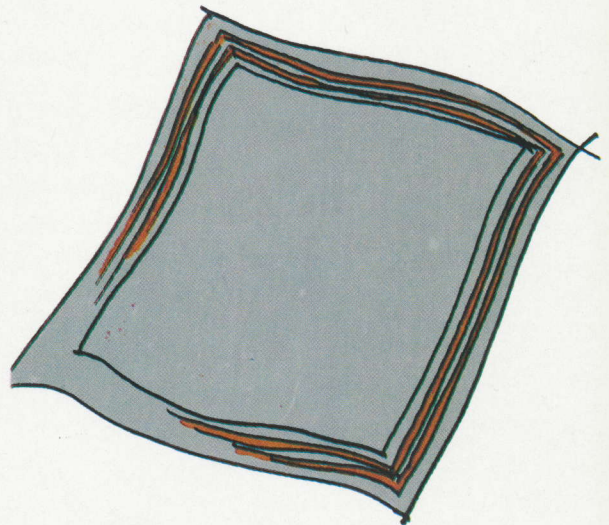
Ladies' orange & grey scarves

Care Instructions

Hand wash, warm water
Machine wash, gentle cycle, warm water
Do not bleach
Drip dry
Do not tumble dry
Cool Iron



Orange and grey scarves
100% polyester



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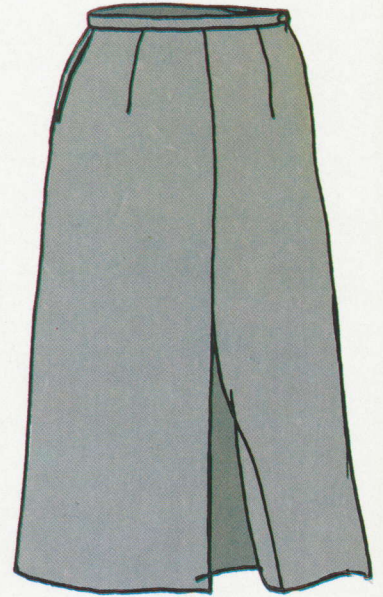
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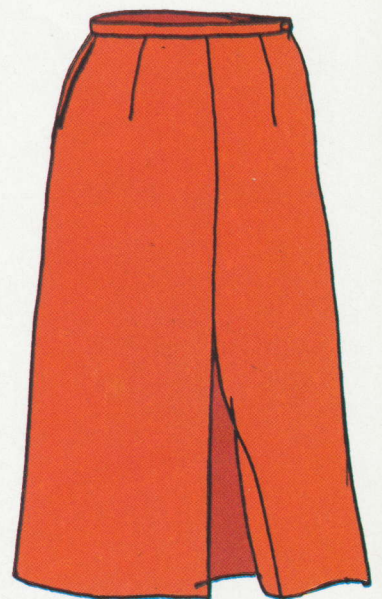
Ladies' grey or orange skirt

Care Instructions

Dry cleanable
Do up the zip before washing
Hand wash in warm water
Machine wash, gentle cycle, warm water
Do not bleach
Cold rinse
Drip dry
Tumble dry, cool setting
To iron, place a dry cloth over the
garment and iron over the cloth
using a warm iron only.



Grey or orange skirt
55% polyester 45% wool



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Men's orange jacket

Care Instructions

Dry clean only

To iron, place a dry cloth over the
jacket and iron over the cloth using
a warm iron only.

Orange jacket
55% polyester 45% wool



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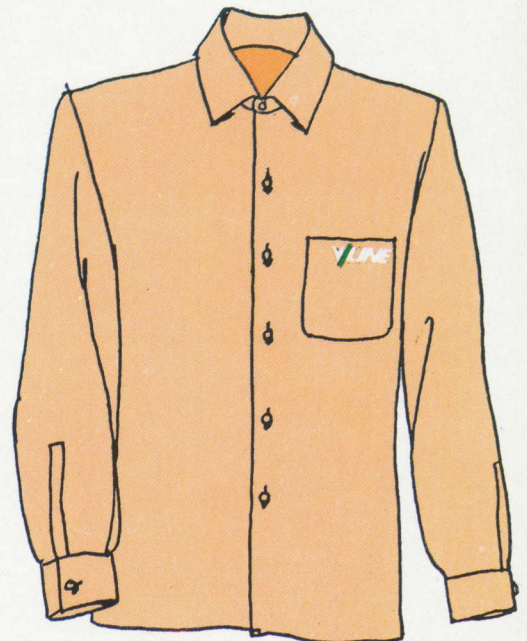
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Mens' apricot shirts — long & short sleeves

Care Instructions

Not dry cleanable
Hand wash, warm water
Machine wash, gentle cycle, warm water
Do not bleach
Cold rinse
Drip dry
Tumble dry, cool setting
Warm iron

Plain apricot shirts, long and short sleeves
65% polyester 35% cotton



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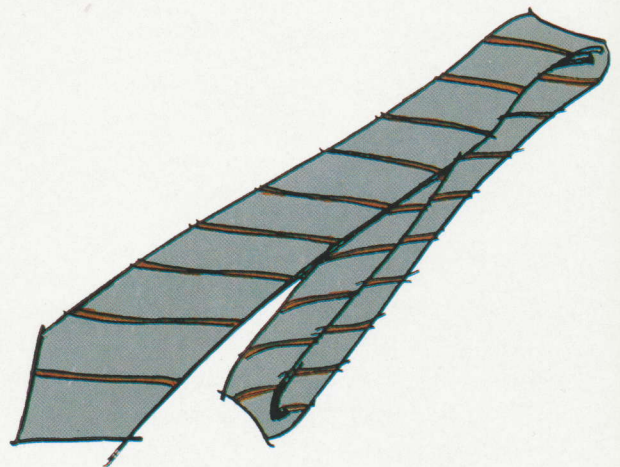
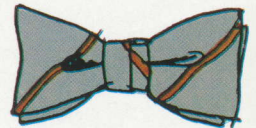
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Men's bow tie, standard tie

Care Instructions

Dry clean only

Bow tie, standard tie
100% polyester



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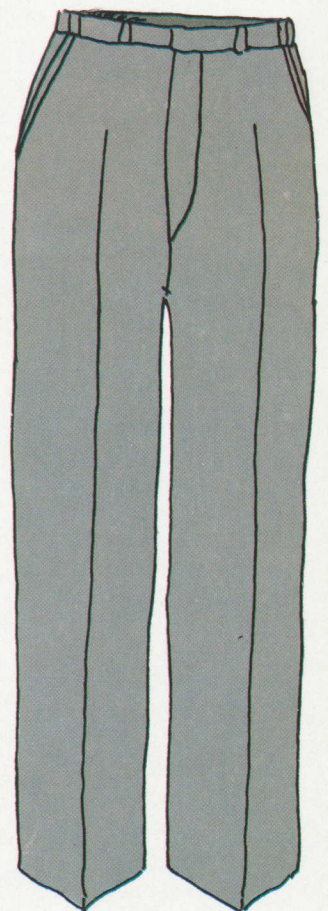
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Men's grey trousers

Care Instructions

Dry cleanable
Do up the zip before washing
Hand wash in warm water
Machine wash, gentle cycle, warm water
Do not bleach
Drip dry
Tumble dry cool setting
To iron, place a dry cloth over the
item and iron over the cloth using
a warm iron only.

Grey trousers
55% polyester 45% wool



Uniforms

Issued June '86
Sheet 6/30/12

Reproduction Material and Mechanical Artwork

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Men's orange vest

Care Instructions

Dry clean only
To iron, place a dry cloth over the
item and iron over the cloth
using a warm iron only.

Orange vest
55% polyester 45% wool



Uniforms

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Reproduction Material and Mechanical Artwork

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Protective clothing

This clothing may be approved where the duties of personnel

- (i) involves work of a particularly dirty nature.
- (ii) are liable to cause injury.
- (iii) may damage normal clothing.
- (iv) may involve undue exposure to the elements.

All non-uniformed weekly paid male grades are entitled to dark blue combination, bib and brace or sleeveless overalls. Painters are issued with white overalls. Certain grades are eligible, because of the nature of their duties, for issue of blue or grey dustcoats in lieu of overalls.

Non-uniformed weekly paid female grades are entitled to issue of dark blue polyester/cotton zip front coat style overalls with a choice of long or short sleeves.

Salaried grades covered by items (i) to (iv) are entitled to grey work trousers in addition to a grey dustcoat.

Overalls and dust coats show the V/Line logo, which has tangerine lettering and green slash.

Uniforms

Issued June '86
Sheet 6/90

Reproduction Material and Mechanical Artwork

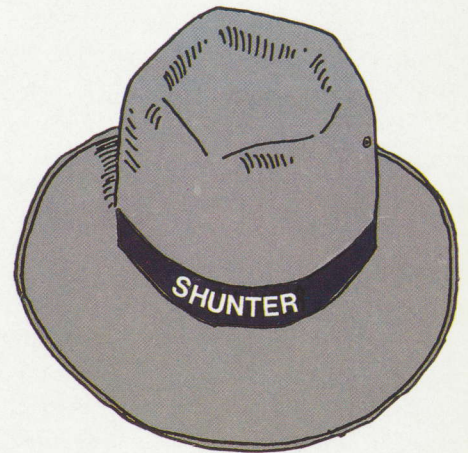
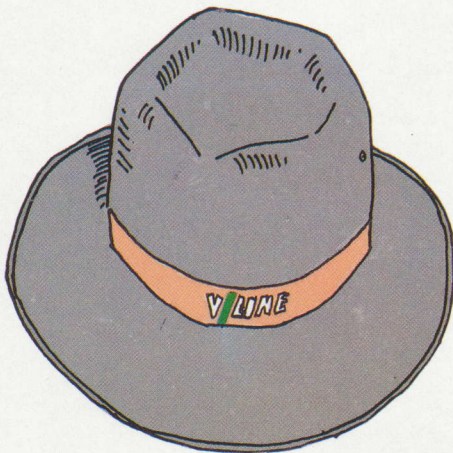
All artwork and copy to be
reproduced or enlarged ONLY
photomechanically.

Headwear

Felt hats.

Issued to members of the track force, watchmen and a limited number of other grades.

For non-uniformed grades, the felt hat shows a V/Line logo with white lettering and a green slash. Uniformed grades issued with felt hats have the grade only shown on the hat.



Lightweight hat.

Grey only, issued to all staff currently entitled to a felt hat. All hats include a V/Line logo with white lettering and a green slash, but grades or titles are not shown.

