

Take the belt and lie it down flat and then measure from where the buckle pin meets the buckle (on the inside edge as shown on the diagram) to the hole that you usually use to do the belt up with. If you are measuring for a belt with a current one that doesn’t fit, simply mark where the hole would be and measure to that point.  
If you don’t have a belt, just take a soft tape measure and measure over the top of your trousers, ideally going through the belt loops.