



Republic of the Philippines

Department of Education  
REGION III- CENTRAL LUZON  
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

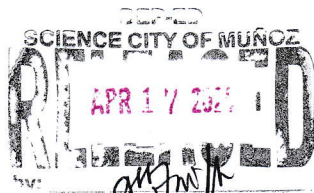
April 15, 2024

SCHOOLS DIVISION MEMORANDUM  
No. 147, s. 2024

**REITERATION OF THE REVISED DRESS CODE AND PRESCRIBED UNIFORMS  
FOR DEPED EMPLOYEES**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Schoolheads, Public Elementary/Integrated/Secondary Schools  
All Others Concerned

1. For reference, guidance and compliance of all concerned, enclosed are the relevant issuances on "Dress Code and Prescribed Uniforms for DepEd Employees."
  - i. DepEd Memorandum DM-OUHROD-2022-0042: Wearing of the Prescribed DepEd Uniform and Office Attire
  - ii. Civil Service Commission (CSC) Memorandum Circular No. 19, s. 2000, titled, The Revised Dress Code for all government officials and employees
  - iii. Memorandum DM-OUHROD-2024-0662: Alternate Uniform for Teaching and Non-teaching Personnel
2. Immediate and wide dissemination of this Memorandum is enjoined.



**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent

Encl: As stated  
Reference:

To be indicated in the Perpetual Index  
Under the following subjects:

DRESS CODE

PRESCRIBED UNIFORM

DEPED ID

WWP/SGOD: Reiteration of the Revised Dress Code and Prescribed DepEd Uniforms  
07/April 15,2024



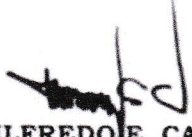
Address: Brgy. Rizal, Science City of Muñoz, 3119  
Telephone No.: (044) 806-2192; Email Address: [munozone.science.city@deped.gov.ph](mailto:munozone.science.city@deped.gov.ph)



Republika ng Pilipinas  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**MEMORANDUM**  
**DM-OUHROD-2024-0662**

TO : **UNDERSECRETARIES**  
**ASSISTANT SECRETARIES**  
**BUREAU AND SERVICE DIRECTORS**  
**REGIONAL DIRECTORS**  
**ASSISTANT REGIONAL DIRECTORS**  
**SCHOOLS DIVISION SUPERINTENDENTS**  
**ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS**  
**ALL OTHERS CONCERNED**

FROM :   
**WILFREDO E. CABRAL**  
*Regional Director*  
*Officer-In-Charge, Office of the Undersecretary*  
*Human Resource and Organizational Development*

SUBJECT : **ALTERNATE UNIFORM FOR TEACHING AND NON-TEACHING PERSONNEL**

DATE : April 11, 2024

With the intention of allowing more comfortable clothing due to the increasing heat index across the country, **all DepEd teaching and non-teaching personnel are hereby permitted to wear, as an alternate uniform, any of the following:**

1. Any existing collared DepEd polo shirt used during official events and activities (e.g., Brigada Eskwela, Palarong Pambansa, Oplan Balik Eskwela, Regional/Division/School Conferences, etc.); or
2. White collared polo shirt with DepEd and MATATAG logo (a sample of which is provided in the enclosure)

Any of the above-mentioned options must be paired with matte black pants of any fabric/textile (e.g., slacks, jeans, cargo pants), provided that all personnel must still conform with the relevant rules prescribed under Civil Service Commission (CSC) Memorandum Circular (MC) No. 19, s. 2000 otherwise known as the "Revised Dress Code Prescribed for All Government Officials and Employees in the Workplace", whereby leggings, tights, and jogging pants are prohibited.

The wearing of the said alternate uniform shall be allowed until such time that a memorandum is issued superseding this issuance.

**For immediate dissemination and strict compliance.**







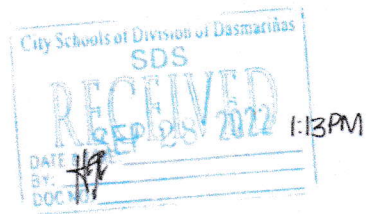
Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT  
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES,  
TEACHER EDUCATION COUNCIL SECRETARIAT, AND  
DEPED EMPLOYEES' ASSOCIATIONS COORDINATING OFFICE



MEMORANDUM  
DM-OUHROD-2022-0042



TO: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

FROM: *[Signature]*  
**GLORIA JUMAMIL-MERCADO**  
*Undersecretary for Human Resource and Organizational Development,  
National Educators' Academy of the Philippines,  
Teacher Education Council Secretariat, and  
DepEd Employees Associations Coordinating Office*

SUBJECT: WEARING OF THE PRESCRIBED DEPED UNIFORM AND OFFICE ATTIRE

DATE: 12 September 2022

The Department of Education (DepEd) previously issued DepEd Memorandum No. 016, s. 2021 dated March 31, 2021, entitled "GUIDELINES ON THE NEW DEPED NATIONAL UNIFORM FOR TEACHING AND NON-TEACHING PERSONNEL."

In view of this, DepEd would like to reiterate the following specific clauses of the said DepEd memorandum for the adoption of the **four (4) new sets of DepEd national uniform designs for teaching personnel and two (2) new national uniform designs for non-teaching personnel.**

1. In consideration of the current situation brought about by the Covid-19 pandemic and continuing implementation of the blended learning delivery in the Department, SY 2021-2022 was considered a "transition period" to allow ample time for employees to prepare and purchase the new sets of prescribed uniforms. To facilitate the transition period, employees have been allowed to wear their old uniforms. **But starting SY 2022-2023 (Official Opening of Classes is on August 22, 2022), all teaching and non-teaching personnel shall wear the prescribed new sets of uniforms (clause 2).**

2. Only the approved national uniforms shall be used by both teaching and non-teaching personnel. **Regional and school division uniforms will not be allowed for consistency and uniformity across all offices (clause 3).**

3. The following personnel are exempted from wearing the prescribed uniforms:

- a. Officials who occupy third-level positions in the Career Executive Service (CES);
- b. Medical and Dental staff who shall wear their professions' uniforms;
- c. Janitors, utility and maintenance personnel who shall wear appropriate working attire;
- d. Legal officers, i.e. lawyers/attorneys, whose nature of work requires a different dress code;
- e. Teaching and non-teaching personnel with physical disabilities and other legitimate health reasons;
- f. Pregnant employees who shall wear maternity dresses during their period of pregnancy; and
- g. Teaching and non-teaching personnel who are in mourning may wear the appropriate mourning clothes.

4. Pursuant to item 12.d of DepEd Memorandum No. 16, s. 2021, appropriate office clothes may be worn on *uniform-free Fridays*. This is consistent with CSC Memorandum Circular (MC) No. 19, s. 2000 (Revised Dress Code Prescribed for All Government Officials and Employees in the Workplace), which states that during Fridays or on those days when there is no prescribed office uniform for the day, employees shall wear appropriate office business attire. Wearing of denim/"maong" pants may be considered appropriate attire when paired with a collared polo/shirt (for male employees) and any appropriate blouse or shirt (for female employees).

5. Contract of Service personnel, especially those who perform desk jobs, are encouraged to wear the prescribed uniform. However, they may opt to wear business attire or smart casual attire from *Mondays to Fridays*, in the absence of the prescribed uniform. The following may be worn:

- Dresses
- Dress pants / slacks
- Knee length skirts
- Blouses
- Polos
- Collared shirts

6. Per CSC MC No. 19, s. 2000, the following attire shall be prohibited for all government employees when performing official functions inside the workplace:

- Gauzy, transparent, or net-like shirt or blouse;
- Sando, strapless or spaghetti-strap blouse (unless worn as an undershirt), tank-tops, blouse with over-plunging necklines;
- Micro-mini skirt, walking shorts, cycling shorts, leggings, tights, jogging pants;



- Rubber sandals, rubber slippers, "bakya".
7. Additionally, pursuant to CSC MC No. 19, s. 2000, any violation of the provisions of this dress code shall be considered as a ground for disciplinary action for violation of Reasonable Office Rules and Regulations, under Section 22 (c), light offenses, Rule XIV, Revised Omnibus Rules Implementing Book V of the Administrative Code of 1987 (Executive Order No. 292).
  8. Furthermore, wearing of DepEd ID shall be required when entering DepEd Office/School premises. Thus, wearing of the prescribed office attire and DepEd ID shall be considered wearing of the complete uniform.
  9. Lastly, the BHROD-Personnel Division shall hold oversight in the monitoring of the wearing of the prescribed office attire and wearing of DepEd ID in the DepEd Central Office. For the Regional Offices and Schools Division Offices, the Personnel Units under Admin shall take charge, while for the Schools, the School Heads shall monitor the compliance. The division chiefs and/or heads of offices are also expected to closely monitor the compliance of their respective employees on a daily basis.
  10. For inquiries, please contact the BHROD-EWD through the telephone number (02-86337229) or email at [bhrod.ewd@deped.gov.ph](mailto:bhrod.ewd@deped.gov.ph)
  11. Immediate dissemination of this Memorandum is desired.

[BHROD-EWD/E.Losito]



Republic of the Philippines  
**CIVIL SERVICE COMMISSION**

*Serbisyo Sibil: Isang Daang Taong Paglilingkod*

MC No. 19, s. 2000

**MEMORANDUM CIRCULAR**

TO: ALL HEADS OF DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL/LOCAL GOVERNMENTS, INCLUDING GOVERNMENT-OWNED AND/OR CONTROLLED CORPORATIONS WITH ORIGINAL CHARTERS

SUBJECT: REVISED DRESS CODE PRESCRIBED FOR ALL GOVERNMENT OFFICIALS AND EMPLOYEES IN THE WORKPLACE

The Civil Service Commission, as mandated by law, issued CSC Memorandum Circular No. 14, s. 1991, prescribing the Dress Code for All Government Officials and Employees, and later clarifying it through CSC Memorandum Circular No. 25, s. 1991.

However, certain provisions thereof need to be further clarified in order to conform to the changes brought about by the Philippine Centennial in 1998, which paved the way for the institutionalization of the wearing of Filipiniana attire during Mondays, and to the Gender Advocacy program of the Civil Service Commission.

In response to the foregoing demands of the times, and in accordance with the Commission's mandate to improve personnel administration, the Commission hereby adopts the attached Revised Dress Code Prescribed for All Government Officials and Employees in the Workplace.

All other existing Civil Service Commission issuances which are inconsistent herewith are deemed repealed or amended.

This Memorandum Circular shall take effect fifteen (15) days after the date of its publication in a newspaper of general circulation.

  
CORAZON ALMA G. DE LEON  
Chairman

30 October 2000

Jjc/abr/rtm/x3/x13/nmn58





Republic of the Philippines  
**CIVIL SERVICE COMMISSION**

*Serbisyo Sibil: Isang Daang Taong Paglilingkod*

Re: Revised Dress Code Prescribed for  
All Government Officials and Employees  
In the Workplace

x ----- x

RESOLUTION NO. **002515**

**WHEREAS**, Section 3, Article IX-B of the 1987 Constitution provides that the Civil Service Commission, as the central personnel agency of the Government, shall adopt measures to promote morale, efficiency, integrity, responsiveness, progressiveness, and courtesy in the civil service, and shall likewise institutionalize a management climate conducive to public accountability.

**WHEREAS**, Section 12 (3), Chapter 3, Title I (A), Book V of the Administrative Code of 1987 (Executive Order No. 292) empowers the Civil Service Commission to promulgate policies, standards and guidelines for the Civil Service and adopt plans and programs to promote economical, efficient and effective personnel administration in the Government;

**WHEREAS**, Section 12 (19), Chapter 3, Title I (A), Book V of the Administrative Code of 1987 provides that the Commission shall perform all functions properly belonging to a central personnel agency and such other functions as may be provided by law;

**WHEREAS**, the Code of Conduct and Ethical Standards for Public Officials and Employees (Republic Act No. 6713) mandates that public officials and employees shall perform and discharge their duties with professionalism and shall lead modest lives appropriate to their positions and income. Likewise, they shall not indulge in extravagant or ostentatious display of wealth in any form;



**WHEREAS**, the existing rules and regulations in the Commission on appropriate attire (Dress Code) when performing official functions inside the workplace, need to be updated and revised in order to conform with the Gender Mainstreaming and Institutionalization of Gender and Development in the bureaucracy.

**NOW, THEREFORE**, the Commission hereby resolves to promulgate the Revised Dress Code Prescribed for All Government Officials and Employees In the Workplace.

1. **Coverage.** This Dress Code shall apply to all officials and employees of the government, both male and female, except to those regularly performing their duties and functions in the field, or those temporarily assigned in actual field operations.

2. **Official Attire.** The "Filipiniana" and the respective office uniforms as prescribed by the different government agencies/offices shall be the official attire of all government officials and employees, which shall be worn in accordance with their assigned schedule, as hereinbelow stated:

Monday	"Filipiniana" Attire
Tuesday	Office Uniform for Tuesday
Wednesday	Office Uniform for Wednesday
Thursday	Office Uniform for Thursday
Friday	Office Uniform for Friday, if any; If there is none, Appropriate Business Attire

3. **Appropriate Attire.** On those days when there is no prescribed office uniform for the day, employees shall be dressed in appropriate business attire.

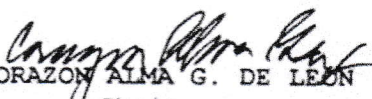
The wearing of "maong" pants, although generally prohibited, may be considered as appropriate attire when paired with a collared polo/shirt (for male employees), or any appropriate blouse or shirt (for female employees).


4. *Prohibited Attire.* The following attire shall be prohibited for all government employees when performing official functions inside the workplace:
  - 4.1 Gauzy, transparent or net-like shirt or blouse;
  - 4.2 Sando, strapless or spaghetti-strap blouse (unless worn as an undershirt), tank-tops, blouse with over-plunging necklines;
  - 4.3 Micro-mini skirt, walking shorts, cycling shorts, leggings, tights, jogging pants;
  - 4.4 Rubber sandals, rubber slippers, "bakya".
  
5. *Other Prohibitions.* The following shall also be prohibited during office hours and within office premises:
  - 5.1 Ostentatious display of jewelry, except for special occasions and during official celebrations;
  - 5.2 Wearing of heavy or theatrical make-up.
  
6. *Exemptions That May Be Allowed.* In the implementation of this Dress Code, certain exemptions may be allowed, on the following grounds:
  - 6.1 When the nature of work of the official or employee demands that he/she wears clothing other than those prescribed above;
  - 6.2 When religious affiliation or creed or any legitimate practice by the employee in relation thereto, requires him/her to wear a particular clothing;
  - 6.3 Physical disabilities, and other legitimate health reasons;
  - 6.4 Pregnant female employees are allowed to wear maternity dress during the period of their pregnancy;
  - 6.5 Employees who lost a loved one can wear mourning clothes during the period of mourning;
  - 6.6 Other circumstances analogous to the foregoing.

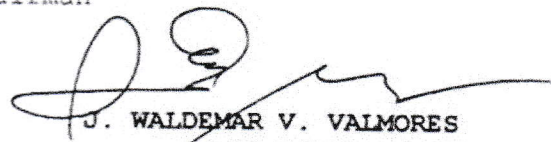


7. *Other Matters.* Other matters, such as those involving hair style or growing of beard or moustache, shall be governed by the internal rules and regulations promulgated by the respective agencies/offices.
8. *Penalty In Case of Violation.* Any violation of the provisions of this Dress Code shall be considered as ground for disciplinary action, for Violation of Reasonable Office Rules and Regulations, under Section 22 (c), Rule XIV, Revised Omnibus Rules Implementing Book V of the Administrative Code of 1987 (Executive Order No. 292).
9. *Effectivity.* This Dress Code shall take effect fifteen (15) days after the date of its publication in a newspaper of general circulation.
10. *Repealing Clause.* CSC Memorandum Circular Nos. 14 and 25, s. 1991, and all other office memoranda, memorandum circulars, resolutions, rules or regulations inconsistent herewith, are hereby repealed or modified accordingly.


Quezon City, **OCT 31 2000**

  
CORAZON ALMA G. DE LEON  
Chairman

  
JOSE F. ERESTAIN, JR.  
Commissioner

  
J. WALDEMAR V. VALMORES  
Commissioner

Attested by:

  
ARIEL G. RONQUILLO  
Director III