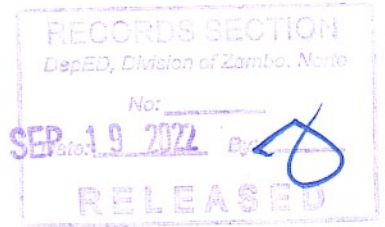




Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



September 19, 2022

Division Memorandum
No. 358, s. 2022

WEARING OF THE PRESCRIBED DEPED UNIFORM AND OFFICE ATTIRE

**TO: Chief Education Supervisors
PSDSs and PICDs
School Heads, Public Elementary and Secondary Schools
Teaching and Non- Teaching Personnel
All Others Concerned
This Division**

1. This has reference to Memorandum DM- OUHROD-2022-0042 dated September 12, 2022 on the reiteration of the wearing of the prescribed DepEd Uniform and Office Attire.
2. With this, this division enjoins all personnel to wear the four (4) new sets of DepEd national uniform designs for teaching personnel and two (2) new national uniform designs for non- teaching personnel. Wearing of DepEd ID shall be required when entering DepEd Office/ School premises and shall be considered wearing of the complete uniform. Regional and school division uniforms will not be allowed for consistency and uniformity across all offices.
3. Appropriate office clothes may be worn on uniform-free Fridays. 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).
4. The following personnel are exempted from wearing the prescribe uniforms:
 - a. Official 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.



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: zn.division@deped.gov.ph

FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843

Website: www.depedzn.net



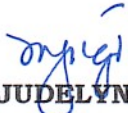

Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

5. 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”
6. The Personnel Unit shall take charge in the oversight in the monitoring of the wearing of the prescribed office attire and wearing of DepEd ID in the schools division office. The division chiefs/ or heads of offices are also expected to closely monitor the compliance of their respective employees on a daily basis. School Heads shall monitor the compliance for the schools.
7. Pursuant to MC No. 19, s. 2000, any violation of the provisions of the dress code shall be considered a ground for disciplinary action. Please see attached for more information.
8. For inquiries, please contact HRD at 09998842496 or 09685211332 or email at depedzn.hrd@deped.gov.ph.
9. Widest dissemination of this memorandum is desired

VIRGILIO P. BATAN JR. CESO VI
Schools Division Superintendent

For the Schools Division Superintendent:


MA. JUDELYN J. RAMOS CESE
Assistant Schools Division Superintendent


HRD/nret/RIP/ Wearing of Prescribed DepEd Uniform and Office Attire/ DM_-2022/09192022



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: zn.division@deped.gov.ph

FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843

Website: www.depedzn.net



Republika ng Pilipinas

Department of Education

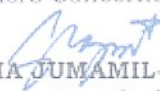
OFFICE OF THE UNDERSECRETARY

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

MEMORANDUM

DM-OUHROD-2022-0642

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

FROM: 
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;





OFFICE OF THE
DIRECTOR GENERAL

- 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 BHRD-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 BHRD-EWD through the telephone number (02-86337229) or email at bhrod.ewd@deped.gov.ph
 11. Immediate dissemination of this Memorandum is desired.

[BHRD-EWD/E.Losito]

