

097.13 DPWH
03.21.2012



MAR 20 2012

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
Manila

DEPARTMENT ORDER)

No. 14)
Series of 2012 03.21.12)

**SUBJECT: WEARING OF OFFICE UNIFORMS SCHEDULE
FOR CY 2012**

For clarification and reference, we hereby reiterate the schedule of wearing of office uniforms earlier mentioned in the Memorandum dated 09 March 2011, as follows:

A. FEMALE EXECUTIVES

Mondays and Wednesdays

Off-White short-sleeved Usong Stripes blouse with bias pleats (4 pleats on both sides) accented with embroidery, to be worn with black pants/skirt and black blazer.

Tuesdays and Thursdays

Althea Blue short-sleeved blouse with embroidery on hemline, to be worn with black or dark/midnight blue pants/skirts and midnight blue blazer.

Note: Wearing of blazer is mandatory.

B. FEMALE RANK AND FILE EMPLOYEES

Mondays and Wednesdays

Off-White short-sleeved Usong Stripes blouse with bias pleats (8 pleats on both sides), to be worn with black pants/skirts.

Tuesdays and Thursdays

Althea Blue short-sleeved blouse (without embroidery on hemline) with secret pockets and flaps on both sides, to be worn with black or dark/midnight blue pants/skirts.

C. MALE EXECUTIVES (non-presidential appointees – Project Managers, Division Chiefs, District Engineers, Assistant District Engineers and Lawyers)

Mondays

Long-sleeved Off-White Polo Barong with silhouette embroidery, to be worn with black pants/slacks.

Wednesdays

Short-sleeved Off-White Polo Barong with silhouette embroidery, to be worn with black pants/slacks.

Tuesdays

Long-sleeved Immaculate Blue Polo Barong without embroidery, to be worn with black pants/slacks.

Thursdays

Short-sleeved Immaculate Blue Polo Barong without embroidery, to be worn with black pants/slacks.

D. MALE RANK AND FILE EMPLOYEES

Mondays and Wednesdays

Short-sleeved Off-White Polo Barong with silhouette embroidery, to be worn with black pants/slacks.

Tuesdays and Thursdays

Short-sleeved Immaculate Blue Polo Barong without embroidery to be worn with black pants/slacks.

E. DRIVERS

Mondays and Wednesdays

Off-White polo jack with shoulder straps, hip band and DPWH silhouette logo on left chest pocket, to be worn with black pants/slacks.

Tuesdays and Thursdays

Immaculate Blue polo jack with shoulder straps, hip band and DPWH silhouette logo on left chest pocket, to be worn with black pants/slacks.

F. SECURITY GUARDS

Mondays to Fridays

Gray half-opened Polo Barong without embroidery, to be worn with black pants/slacks.

G. TRADES AND CRAFTS

Mondays to Thursdays

Orange Honeycomb t-shirts with blue combination on collar, front opening (placket) and cuffs.

H. MAINTENANCE CREW

Mondays to Fridays

Neon Orange long-sleeved Camisa de Chino with dark blue DPWH logo.

Note: Fridays shall be the washday for all officials and employees except for Security Guards and Maintenance Crews.

The Personnel Division, AMMS, is hereby directed to continuously disseminate, through the different Administrative Officers of the Department, the prescribed materials, design and colors of uniforms as per selected prototypes. The Supply & Property Management Division, AMMS shall assist the different offices in procuring the right uniform materials.

The schedule in the wearing of the new prescribed sets of uniforms in the Central Office shall be on 02 May 2012. The Regional Offices may set their own schedule on or before 02 May 2012 but not to go beyond the said date.

Meantime that these new sets of uniforms have yet to be available, the office uniforms prescribed under D.O. No. 26, s. 2009 (copy attached) shall continue to be worn. For those whose uniforms do not fit them anymore or are already faded, they may be substituted with similar materials of the same colors as the prescribed uniforms for CY 2009.

It is hereby reminded that refusal to wear office uniforms may be considered a violation of reasonable office rules and regulations, an act punishable under Civil Service Law and Rules. Division Chiefs and Heads of Offices shall be held responsible for initiating disciplinary action against employees in their respective offices who are not wearing the prescribed office uniforms.

Exempted from the wearing of uniform are employees in mourning wearing black attire and women in advanced stage of pregnancy. However, pregnant women are encouraged to wear clothes in the same colors as the prescribed uniforms.

The concerned Security Guards on duty are hereby directed to assist the Division Chiefs and/or Heads of Offices concerned in implementing this Memorandum.

This Order supersedes all previous issuances inconsistent herewith.


ROGELIO L. SINGSON
Secretary



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Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
Manila

087.13 DPWH
06-02-2009

JUN 01 2009

DEPARTMENT ORDER)
No. 26)
Series of 2009 DPWH 06-02-09)

Subject: **Wearing of Office Uniforms Schedule for CY 2009**

To give ample time and enable the DPWH employees to procure the new set of prescribed uniforms in preparation for the strict implementation as provided for under D.O. No. 19, s. 2009, the official wearing of said uniforms, with the following schedule for the different categories and uniform designs/colors, has been moved from June 1 to June 22, 2009 (Monday).

Category	Mondays	Tuesdays	Wednesdays	Thursdays
Female Executives and Lawyers	Striped Navy Blue & Black	Yellow	Salmon	White *
	Executive Uniforms shall be worn with appropriate blazers.			
Female Rank and File	Striped Navy Blue & Black	Yellow	Salmon	White *
*Plain white blouse with collar and short or ¾ sleeves shall be allowed to be worn with matching black pants until such time that the ecru cloth is available in the market.				
Male Executives (down to Div. Chiefs, DEs and ADEs) and Lawyers	White (long sleeves barong)	Yellow (short sleeves polo)	Stripe White (long sleeves w/ necktie)	White (short sleeves polo)
Male Rank and File	White (short sleeves barong)	Cream (short sleeves barong)	Salmon (short sleeves checkered polo)	Ecru (short sleeves barong)
Drivers	Ecru (short sleeves polo barong)	Cream (polo jack)	Salmon (checkered polo jack)	White (checkered polo jack)
Trades and Crafts	Ecru (short sleeves barong)	T-Shirt with collar and logo		
	Ecru must be worn during flag ceremony with the option to change into the prescribed t-shirt w/ collar and logo and maong pants or other appropriate pants after the flag ceremony.			

Fridays shall be considered "Wash Days". Officials and employees (except security guards and doctors/dentists with proper uniforms) may wear any appropriate attire on Fridays, in accordance with the Civil Service Dress Code.

Uniforms for security guards, doctors and dentists shall be prescribed separately.

Exempted from the wearing of uniform are employees in mourning wearing black attire and women in advanced stage of pregnancy. However, pregnant women are encouraged to wear clothes in the same colors as the prescribed uniforms.

This Order supersedes all previous issuances inconsistent herewith.

HERMOGENES E. EBOANE, JR.
Secretary



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