



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

097.130 PWH
01.10.2020

JAN 07 2020

DEPARTMENT ORDER)
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Series of 2020

01.10.2020

**SUBJECT: Wearing of Office Uniform
for CY 2020**

For information and compliance, hereunder is the prescribed office uniforms for male and female officials and employees in this Department starting CY 2020:

A. FEMALE EXECUTIVES (with the rank of Division Chief and higher)

- Short sleeves V-neck blouse, two-tone gray and blue made of Lucaris Linen.
- Two-toned gray and blue Blazer also made of Lucaris Linen.
- Midnight blue straight cut pants/skirt (optional) made of Avelon wool.

Note: Wearing of blazer is mandatory.

B. FEMALE RANK AND FILE EMPLOYEES

- Same with the female executives, but wearing of blazer is optional.

C. MALE EXECUTIVES (with the rank of Division Chief and higher)

- White long sleeves barong with embroidery made of Akris Linen.
- Charcoal gray pants made of Penelon Wool in straight cut

D. MALE RANK AND FILE EMPLOYEES

- White short sleeves barong with embroidery made of Akris Linen.
- Charcoal gray pants made of Penelon Wool in straight cut.

E. DRIVERS

- Poloshirt with blue and orange combination made of Honeycomb with DPWH logo embroidery
- Charcoal gray pants made of Penelon Wool in straight cut.

F. TRADES AND CRAFTS and HEAVY EQUIPMENT MACHINE OPERATORS

- Poloshirt with blue and orange combination made of Honeycomb, with DPWH logo embroidery
- Black denim pants.

**G. OFFICIALS/EMPLOYEES ON PROJECT INSPECTION OR ON TRAVEL
(OPTIONAL)**

- Shirt Jack Uniform, made from Armani white, with Royal Blue combination and embroidery of DPWH Logo.
- Appropriate pants/skirt in black or blue color.

All officials/employees are required to wear the appropriate uniform ("A" to "F") from Monday to Thursday, except when on project inspection or on travel, in which case they have the option to wear the shirt jack uniform ("G").

Contract of Service personnel should wear the prescribed uniforms, especially those whose contracts are continuously renewed. Otherwise, they should wear the prescribed Polo Shirt design with white and blue combination, made of Honeycomb, with embroidery of DPWH logo.

On Fridays, officials and employees may wear any business attire or smart casual attire of their choice that conform to proper office decorum.

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

PROHIBITION OF MODIFICATION

Modification of uniform is prohibited. This includes wearing of tight jeans with the uniform blouse or using the textile for female employee but the barong cut/style for male employee.

Members of the Lesbian, Gay, Bisexual, Transgender, Queer, Intersex and Asexual + (LGBTQAI+) community can wear the prescribed uniform based on their gender preference.

Modification on account of one's religion/faith may be allowed subject to prior approval from the Undersecretary for Support Services or her duly authorized representative, for employees who specifically request so.

PROCUREMENT

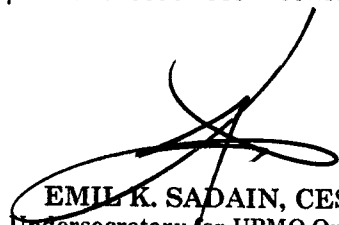
All officials and employees shall acquire the prescribed uniforms from the DPWH Employees Union (EU) and its counterpart in the field (regional and district) offices. Procurement of office uniform for the Central Office includes the textile and its tailoring. The schedule of body measurement will commence in December 2019. Office uniform for the field offices only requires for the procurement of textile. However, they may avail of the tailoring services of the office uniform textile supplier engaged by the EU. Body measurement at the field offices shall commence in January to February 2020. Effectivity of wearing of the new prescribed uniform will be on June 22, 2020.

VIOLATION OF OFFICE RULES

It is hereby reminded that refusal to wear office uniforms is 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.

This Order supersedes all previous issuances inconsistent herewith.

MARK A. VILLAR
Secretary

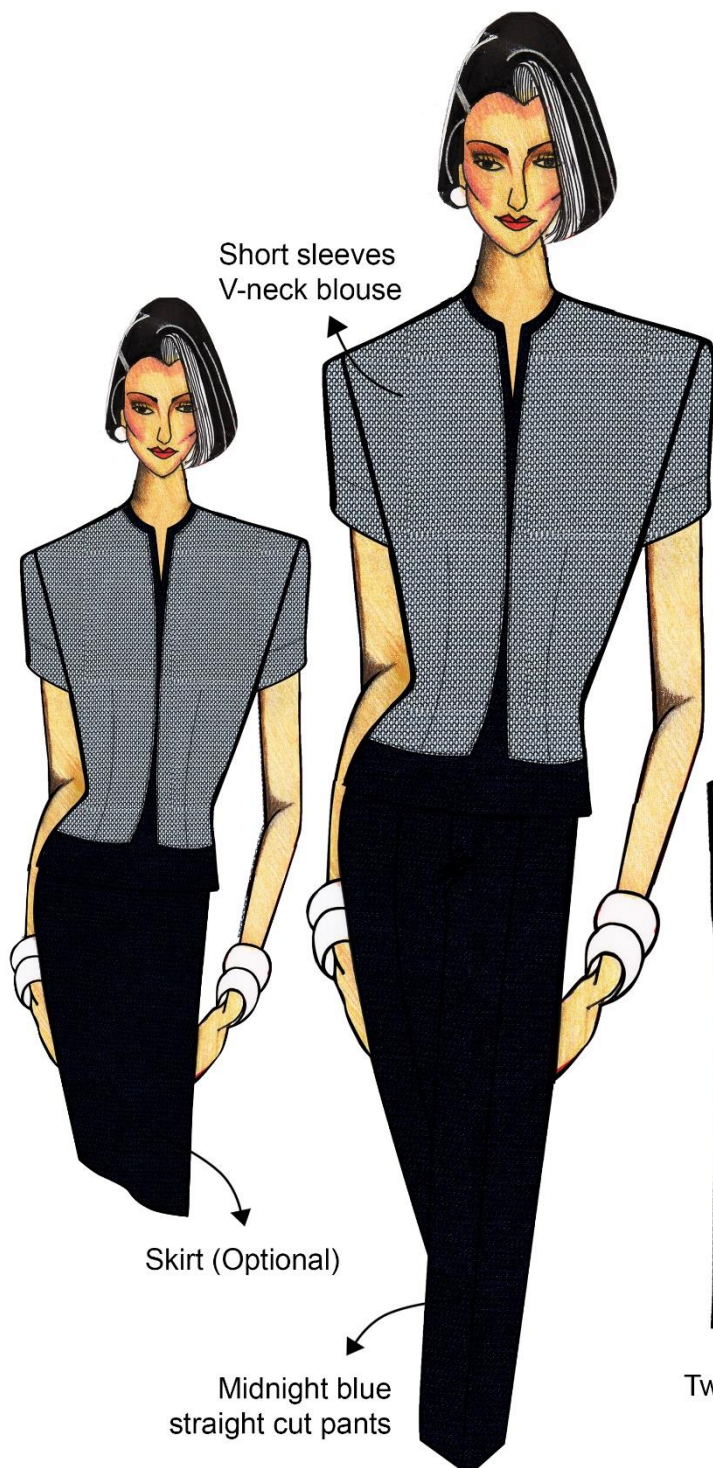

EMIL K. SADAIN, CESO I
Undersecretary for UPMO Operations
and Technical Services
Officer-In-Charge

17.1.1 AVS/EPP/UARM

Department of Public Works and Highways
Office of the Secretary



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Short sleeves
V-neck blouse

Skirt (Optional)

Midnight blue
straight cut pants

Female Executive and Female Rank & File *Monday - Thursday*

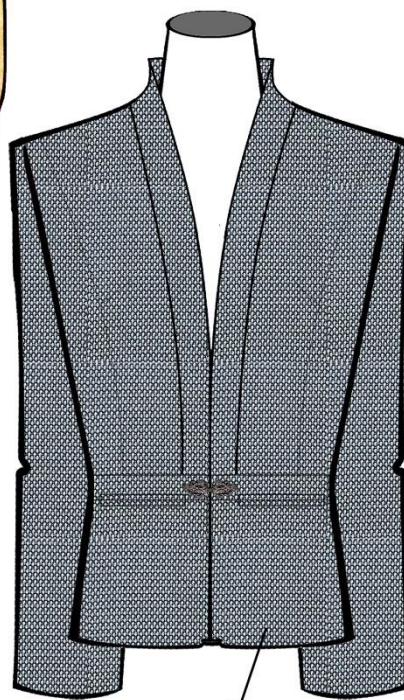
Fabric

Blouse & Blazer: *Lucaris Linen*

Color: Two-tone gray and blue

Pants/Skirt: *Avelon Wool*

Color: Midnight blue



Two-toned blazer for Executive
(optional for Rank & File)

White Long
sleeves Barong
with Embroidery



Male Executive
Monday to Thursday

Fabric:
Barong: *Akris Linen*
Color: White
Pants: *Panelon Wool*
Color: Charcoal gray

Straight cut
charcoal gray pants

White Short
sleeves Barong
with Embroidery



**Male Rank & File
and Male Security**
Monday to Thursday

Fabric:
Barong: *Akris Linen*
Color: White
Pants: *Panelon Wool*
Color: Charcoal gray

Straight cut
charcoal gray pants



Driver, Trades & Crafts and Heavy Equipment

Fabric:

Polo Shirt: *Honeycomb*

Color: Blue with orange combination

Pants: *Panelon Wool*

Color: Charcoal gray

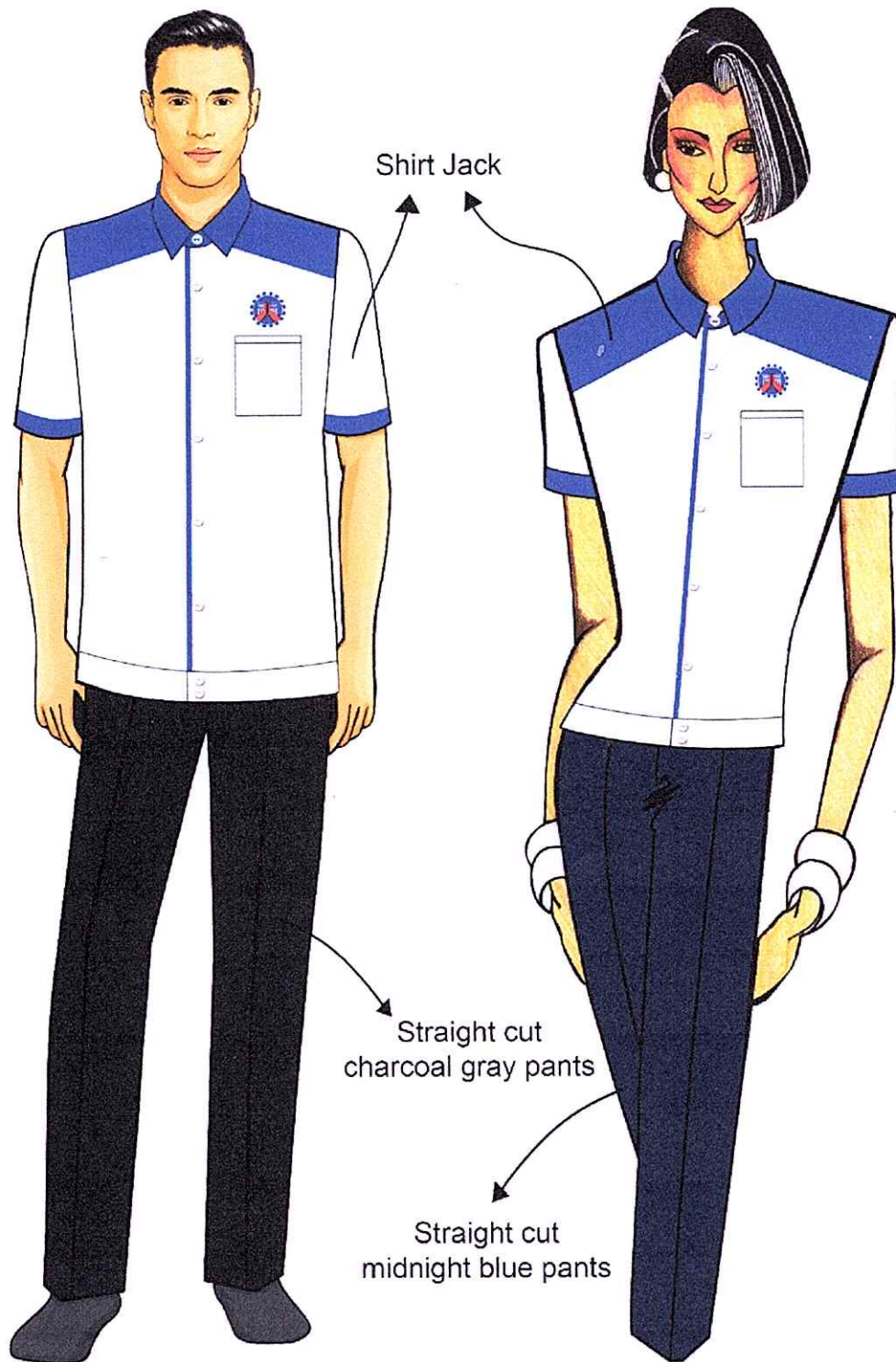
Midnight Blue Honeycomb
Polo Shirt w/ DPWH Logo

Straight cut
charcoal gray pants

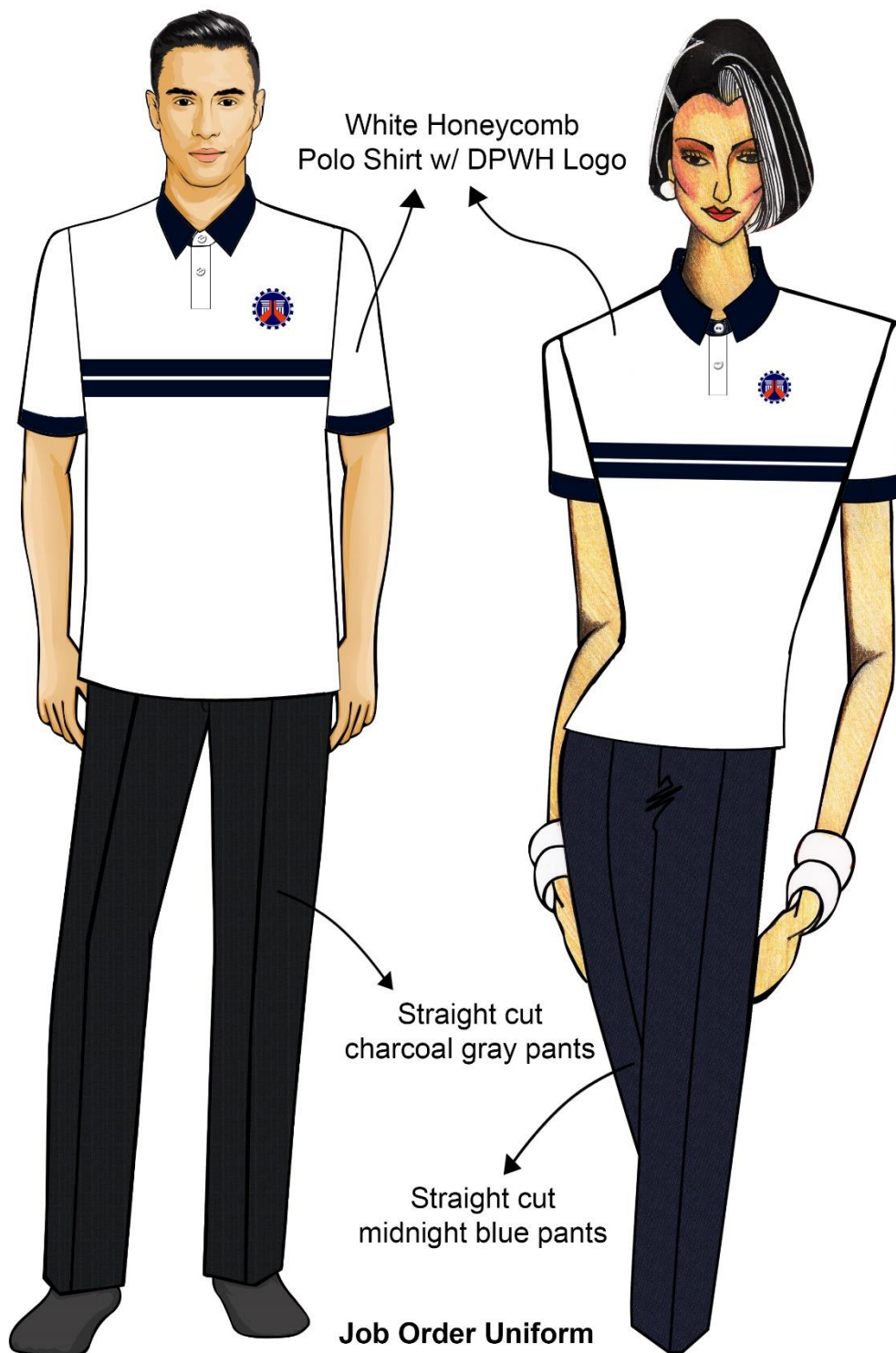
For Driver: Polo Shirt and charcoal gray pants

For Trades & Crafts and Heavy Equipment: Polo Shirt and black denim

Shirt Jack Design for Field Inspection



Field Office Uniform



Fabric:

Male Job Order
Polo Shirt: *Honeycomb*
Color: White
Pants: *Panelon Wool*
Color: Charcoal gray

Female Job Order
Polo Shirt: *Honeycomb*
Color: White
Pants: *Avelon Wool*
Color: Midnight blue