



DEC 12 2022

DEPARTMENT ORDER )

**SUBJECT: Wearing of Office Uniform  
for CY 2023**

No. 258 )

Series of 2022 d 12/14/22

For information and compliance, hereunder is the prescribed office uniforms for male and female officials and employees in this Department starting CY 2023:

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

- Blouse: Round neck and short sleeves accented with vertical and horizontal lines and front opening, made of Celest Linen, light beige with colored dotted lines.
- Pants/Skirt (optional): straight cut, made of Madrid Wool, two toned light gray with dash of blue.
- Blazer: Cardigan type, with two front pockets made of Madrid Wool, two toned light gray with dash of blue.

**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)**

- Barong: white long sleeves with machine embroidered design, full open, made of Bairut Linen.
- Pants: Straight cut made of Emporio Wool, color black
- Jacket: made of Emporio Wool, color black.

**D. MALE RANK AND FILE EMPLOYEES**

- Barong: white short sleeves with machine embroidered design, full open, made of Bairut Linen.
- Pants: Straight cut made of Emporio Wool, color black

**E. DRIVERS**

- Poloshirt: machine embroidered DPWH logo with navy blue and orange combination, made of honeycomb linen, color white.
- Pants: Straight cut made of Emporio Wool, color black.

**F. TRADES AND CRAFTS and HEAVY EQUIPMENT MACHINE OPERATORS**

- Poloshirt: Machine embroidered DPWH logo with white orange combination, made of Honeycomb Linen, navy blue color.
- Pants: Straight cut made of Emporio Wool, color black.

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

- Shirt Jacket: With orange and blue vertical lines on chest and piping on collar, machine embroidered 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 made from White Honeycomb with navy blue and orange combination, with machine embroidered 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 January 2023. 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 February to March 2023. Effectivity of wearing of the new prescribed uniform will be on June 19, 2023.

### **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 Department Order No. 01, series of 2020.

  
**MANUEL M. BONOAN**  
Secretary

17.1.1 AVS/UARM

Department of Public Works and Highways  
Office of the Secretary

  
WIN2D00816





Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**CENTRAL OFFICE**  
Manila

**RESOLUTION RECOMMENDING THE DESIGN AND IMPLEMENTATION OF THE  
DPWH OFFICE UNIFORM FOR 2023**

**WHEREAS**, the annual General Appropriations Act provides for the provision of clothing allowance, amounting to Php 6,000.00 to all government employees;

**WHEREAS**, on November 11, 2022, the Social Affairs and Uniform Committee (SAUC) convened to discuss the submitted Resolution of the DPWH Employees Union dated September 30, 2022 (Annex "A") submitting the winning proposed office uniform design by RISLA Collection, selected by the majority of the delegation of the DPWH Employees Union 6<sup>th</sup> Annual Convention, held last September 29, 2022:

**WHEREAS**, the resolution requested, that the SAUC to choose among the presented uniform design from RISLA Collection and the following guidelines, to wit:

*"... that two uniform design, shall be prescribed in able to have an alternate office uniform, instead of one design and that the procurement of the new office uniform shall be managed by the DPWH Employees Union, including its counterpart at the Central, Regional and District Offices and that the new DPWH Office Uniform Design for 2023 shall be officially implemented on the DPWH 125<sup>th</sup> milestone anniversary celebration of June 23, 2023."*

**WHEREAS**, during the SAUC meeting, RISLA Collection presented the actual uniform prototype, nine (9) designs for female officials/employees and eight (8) designs for male officials/employees;

**WHEREAS**, after conducting deliberation, the Committee unanimously agreed to adopt the herein attached (Annex "B") new DPWH uniform design for female and male executive and rank-and-file and uniform design for field inspection, drivers, trades and crafts, heavy equipment/machine operator and Contract of Service personnel.


**WHEREAS**, the Committee also agreed that the Uniform Allowance for 2023 shall be released through payroll system and the respective Chief Administrative Officer and DPWH Employees Union/Association representative (Central, Regional and District Office) shall manage the supply, tailoring, delivery and payment of DPWH Office Uniform for 2023 from the RISLA Collection and that the new uniform design shall be implemented on June 23, 2023 during the DPWH 125<sup>th</sup> Anniversary celebration.

**WHEREFORE**, it is hereby resolved, as it is **RESOLVED** that based on the foregoing discussion, the Social Affairs and Uniform Committee agreed;

- a. That the herein attached new uniform design by RISLA Collection for female and male executive, rank-and-file, field inspection, drivers, trades and crafts, heavy equipment/machine operator and Contract of Service personnel shall be prescribed for CY 2023

- b. That the Uniform Allowance for 2023 shall be released through payroll system and the respective Chief Administrative Officer (Administrative Division/Section) and DPWH Employees Union, together with their counterparts in the Central, Regional and District Office shall manage the supply, tailoring, delivery and payment of DPWH Office Uniform for 2023 from RISLA Collection.
- c. That the new DPWH Uniform design shall be implemented on June 23, 2023 during the DPWH 125<sup>th</sup> Anniversary celebration.

Adopted this 21<sup>st</sup> day of November 2022, at the DPWH Main Office Building, Bonifacio Drive, Port Area, Manila.

  
**MYRNA R. DE JESUS**  
Chief, SPMD-HRAS  
Member

  
**RAFAEL T. REAMICO**  
Acting National President, DPWH EU  
Member

  
**RANDY R. DEL ROSARIO**  
Director, SRS  
Member

  
**Atty. MICHAEL S. VILLAFRANCA**  
Director, HRAS  
Member

  
**RHALF B. CAWALING**  
Director, IMS  
Member

  
**GENEVIEVE E. CUARESMA**  
Director, FS  
Member

  
**MARICHU A. PALAFOX, CESO II**  
Assistant Secretary for Support Services  
Vice-Chairperson

  
**ARDELIZA R. MEDENILLA, MNSA, CESO I**  
Undersecretary for Support Services  
Chairperson

**Approved:**

  
**MANUEL M. BONOAN**  
Secretary

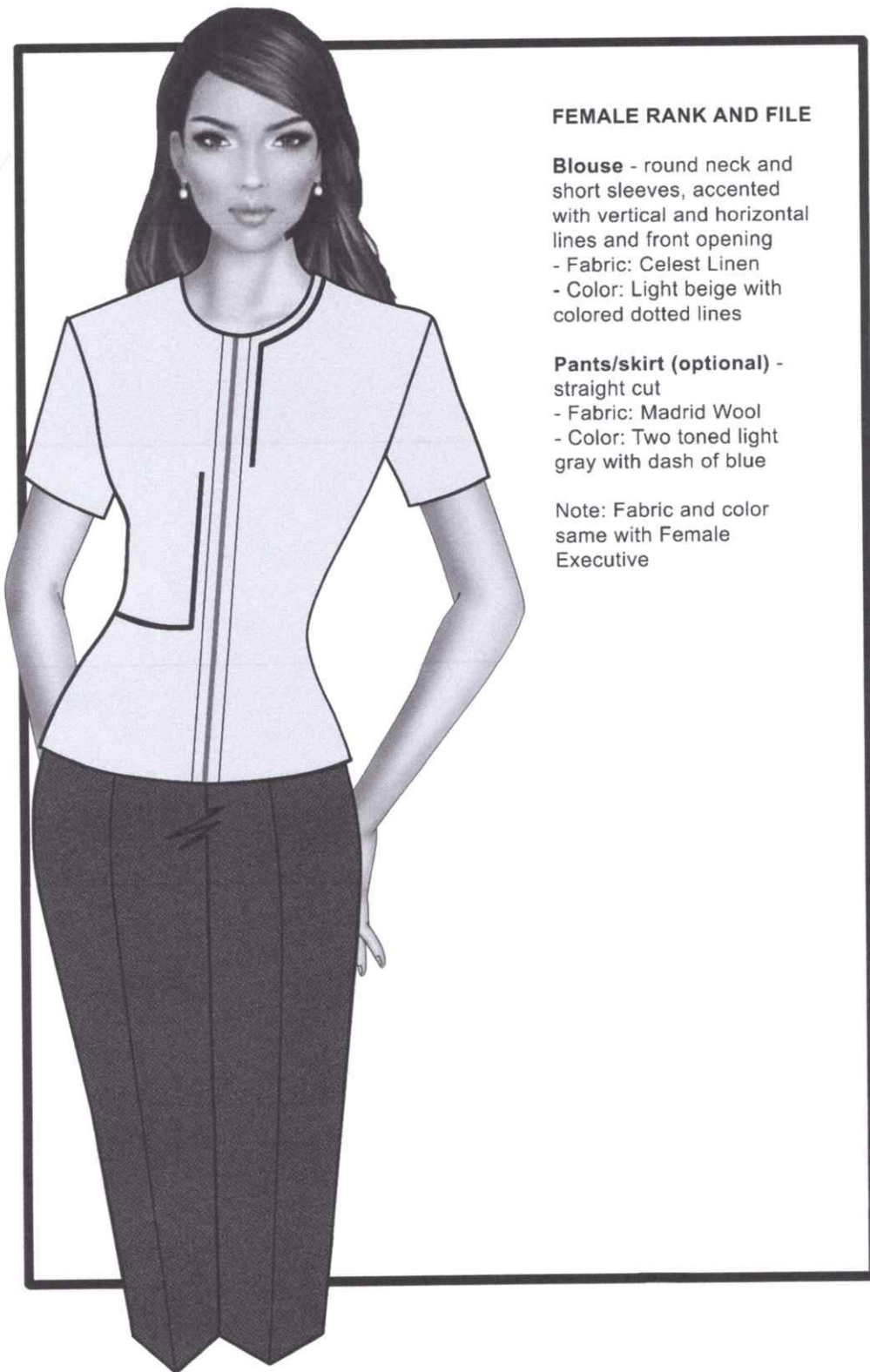
Department of Public Works and Highways  
Office of the Secretary



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#### **FEMALE RANK AND FILE**

**Blouse** - round neck and short sleeves, accented with vertical and horizontal lines and front opening

- Fabric: Celest Linen

- Color: Light beige with colored dotted lines

**Pants/skirt (optional)** - straight cut

- Fabric: Madrid Wool

- Color: Two toned light gray with dash of blue

Note: Fabric and color same with Female Executive



#### **MALE EXECUTIVE**

**Barong** - long sleeves with machine embroidery design; full open

- Fabric: Bairut Linen
- Color: White

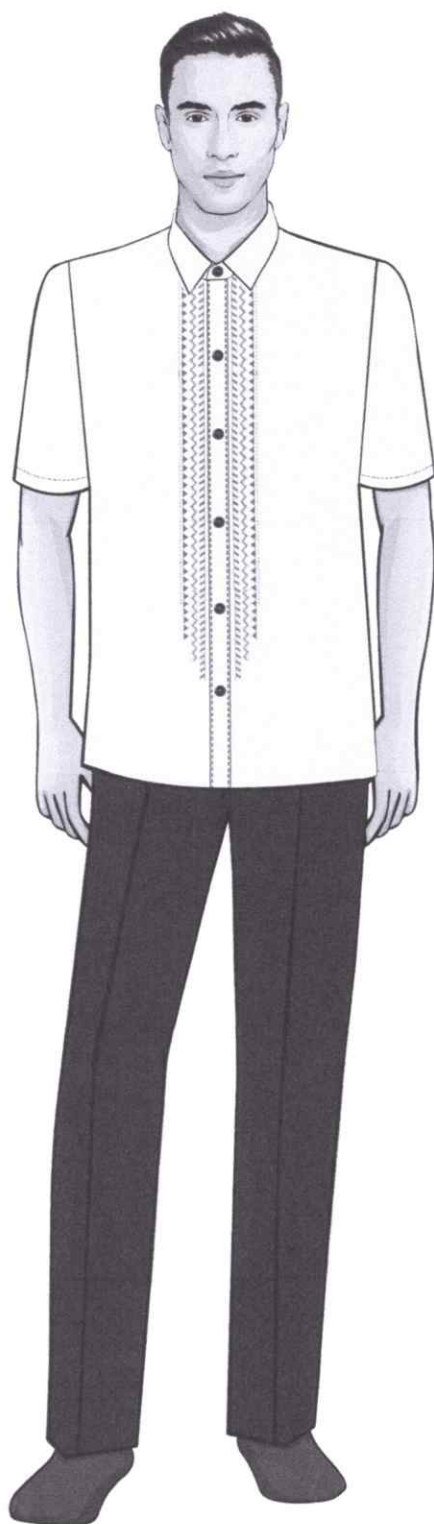
**Pants** - straight cut

- Fabric: Emporio Wool
- Color: Black

**Jacket** (optional)

- Fabric: Emporio Wool
- Color: Black





#### **MALE RANK AND FILE**

**Barong** - short sleeves with machine embroidery design; full open

- Fabric: Bairut Linen

- Color: White

**Pants** - straight cut

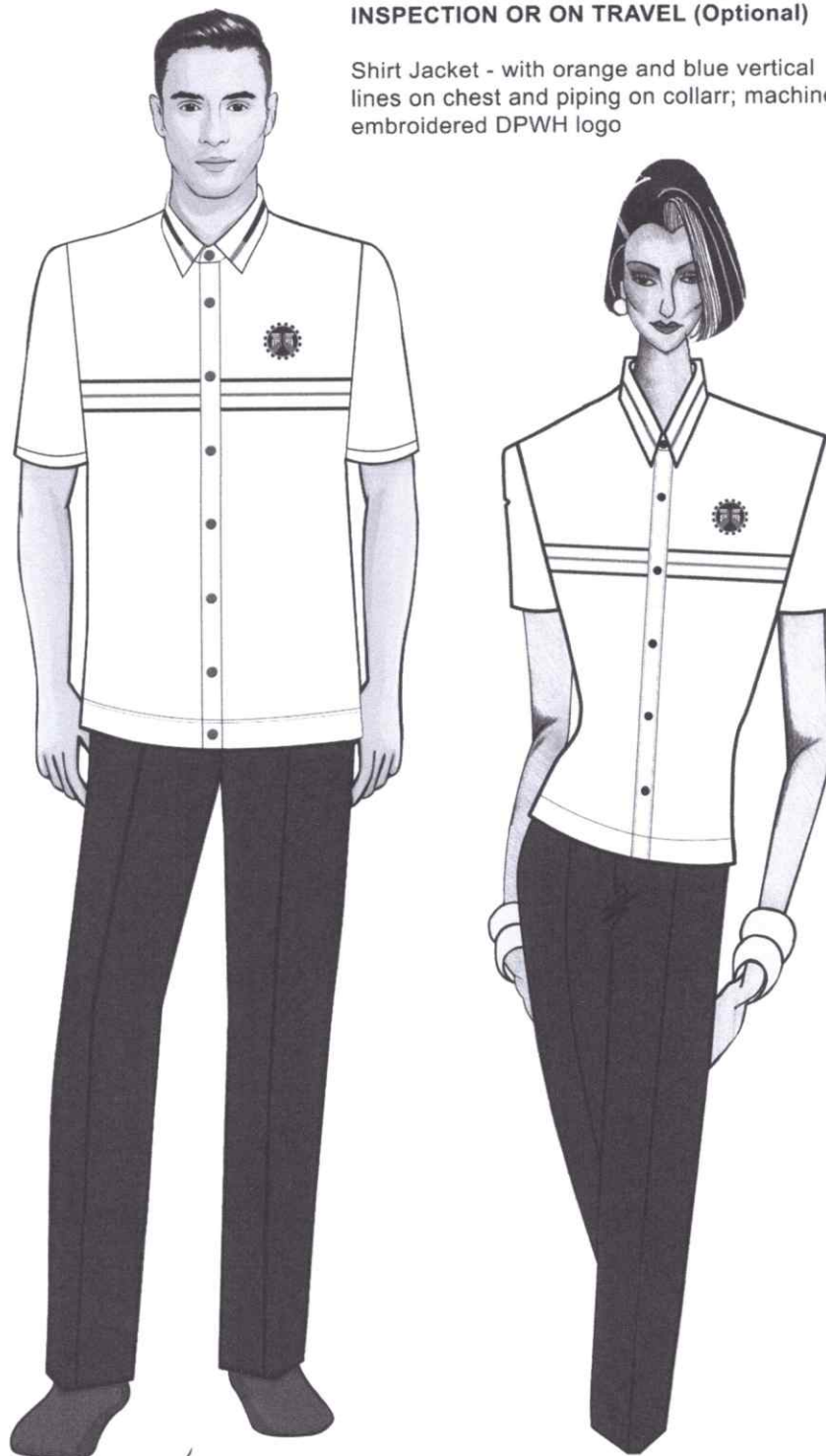
- Fabric: Emporio Wool

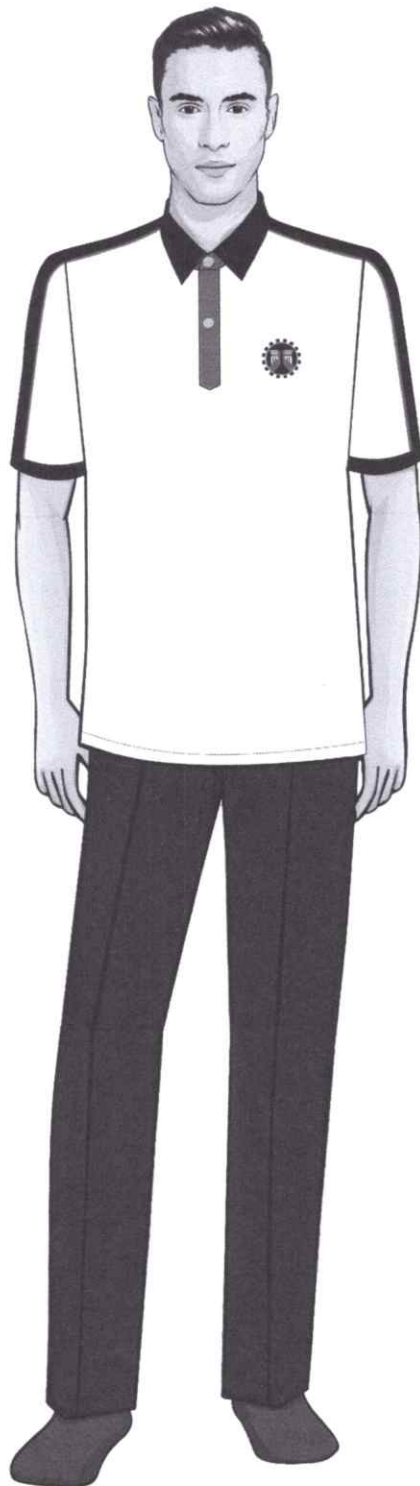
- Color: Black



**OFFICIALS/EMPLOYEES ON PROJECT  
INSPECTION OR ON TRAVEL (Optional)**

Shirt Jacket - with orange and blue vertical  
lines on chest and piping on collarr; machine  
embroidered DPWH logo

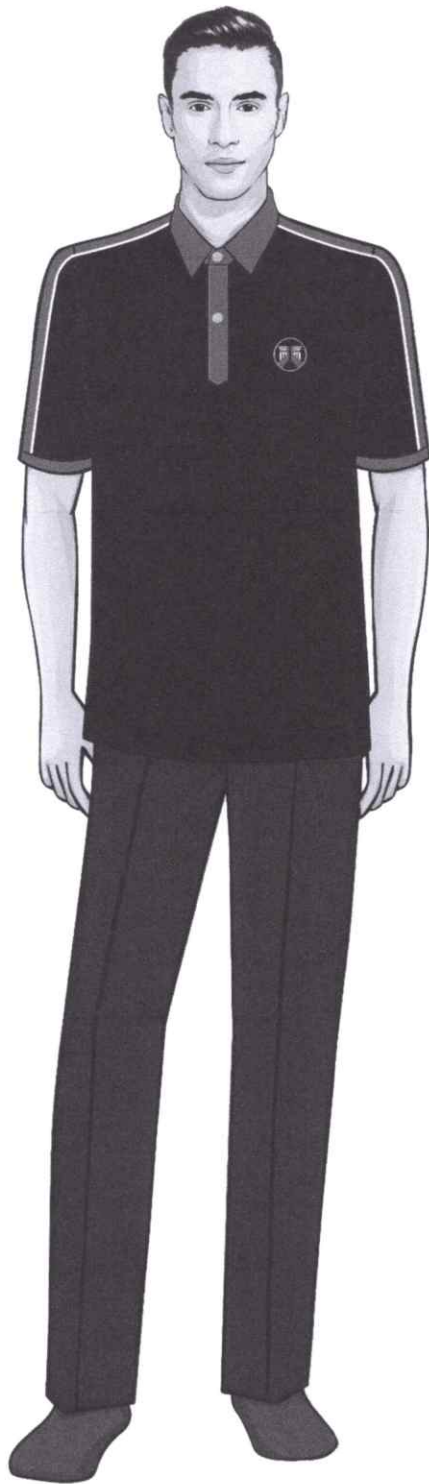




#### **DRIVER**

**Polo Shirt** - machine-embroidered DPWH logo with navy blue and orange combination  
- Fabric: Honeycomb Linen  
- Color: White

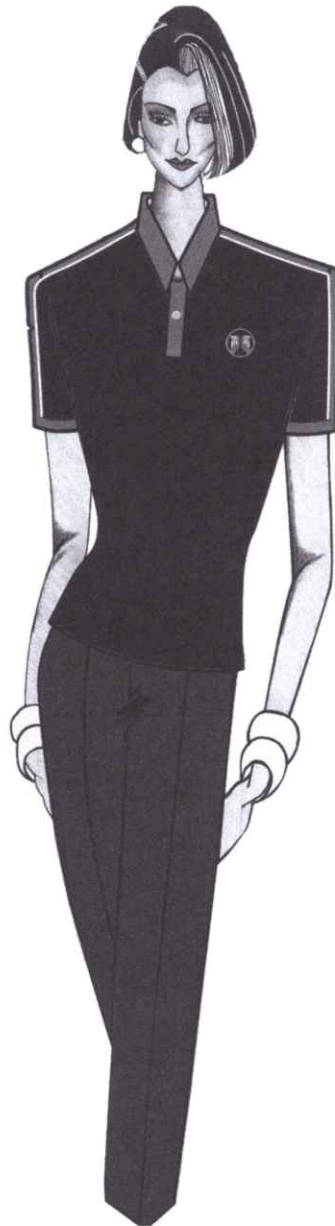
**Pants** - straight cut  
- Fabric: Emporio Wool  
- Color: Black



**TRADES AND CRAFTS and HEAVY EQUIP-  
MENT**

**Polo Shirt** - machine-embroidered DPWH  
logo with white and orange combination  
- Fabric: Honeycomb Linen  
- Color: Navy blue

**Pants** - straight cut  
- Fabric: Emporio Wool  
- Color: Black





**MALE AND FEMALE JOB  
ORDER UNIFORM**

**Polo Shirt** - white Honeycomb  
with Navy blue and Orange  
Combination, with machine  
embroidered DPWH logo.

