



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

September 1, 2023

DIVISIONAL MEMORANDUM

No. 249, s. 2023

**WEARING OF DEPED-PRESCRIBED UNIFORM FOR TEACHING
AND NON-TEACHING PERSONNEL**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Public Schools District Supervisors/Education Program Supervisors
Public Elementary and Secondary School Heads
Unit / Section Heads
All Others Concerned

1. With reference to the attached Memorandum DM-OUHROD-2022-0042 and DepEd Memorandum No. 016, s. 2021, this Office reminds all employees to wear the DepEd-prescribed uniform when reporting to work. As cited in the said issuance, SY 2021-2022 was considered as a “transition period” and SY 2022-2023 was cited as the actual school year wherein all teaching and non-teaching personnel shall be required to wear the prescribed new set of uniforms.

2. The following personnel are exempted from wearing the prescribed uniforms:
- School officials who occupy third level positions in the Career Executive Service (CES);
 - Medical and Dental staff who shall wear their profession’s uniforms;
 - Janitors, utility and maintenance personnel who shall wear appropriate working attire;
 - Legal officers, i.e. lawyers/attorneys, whose nature of work requires a different dress code;
 - Teaching and non-teaching personnel with physical disabilities and other legitimate health reasons;
 - Pregnant employees who shall wear maternity dresses during their period of pregnancy; and
 - Teaching and non-teaching personnel who are in mourning may wear the appropriate mourning clothes.

3. This is to remind all employees that non-wearing of prescribed uniforms without any justifiable reason, shall be liable for violation of reasonable office rules and regulations, details to wit:



Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
Telefax: (088) 545-09-90
Email Address: ozamiz.city@deped.gov.ph

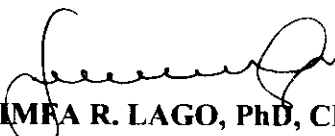




Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

Act Committed	Offense	Penalty
Non-wearing of prescribed uniform for ten (10) times for at least two (2) months in a semester or at least two (2) consecutive months during the year	1 st Offense	Reprimand
	2 nd Offense	Suspension of one (1) to thirty (30) days
	3 rd Offense	Dismissal from the service

4. 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.
5. The Personnel Unit under the Administrative Services shall hold oversight in the monitoring of the wearing of the prescribed office attire and wearing of DepEd ID. The division chiefs and/or heads of offices are also expected to closely monitor the compliance of their respective employees on a daily basis.
6. The school heads are directed to record and report to the Personnel Unit any employee who has consistently violated the Department's policy on wearing of prescribed uniforms.
7. This Office is consistently adhering to the Equal Opportunity Principle (EOP). Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
8. For information, guidance and strict compliance.


NIMFA R. LAGO, PhD, CESO VI
Asst. Schools Division Superintendent,
OIC, Schools Division Superintendent

To be indicated in the Perpetual index
under the following subjects:

POLICY PRESCRIBED UNIFORM

DLL/DIBY – DM – WEARING OF DEPED-PRESCRIBED UNIFORM FOR TEACHING AND NON-TEACHING PERSONNEL
___/August 29, 2023



Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
Telefax: (088) 545-09-90
Email Address: ozamiz.city@deped.gov.ph





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

SEP 14 2022

3:43 p

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: **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
 11. Immediate dissemination of this Memorandum is desired.

[BHROD-EWD/E.Losito]



Republic of the Philippines
Department of Education

31 MAR 2021

DepEd MEMORANDUM
No. **016**, s. 2021

**GUIDELINES ON THE NEW DEPED NATIONAL UNIFORM FOR TEACHING
AND NON-TEACHING PERSONNEL**

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

1. The Department of Education (DepEd) announces the adoption of the **four new sets of DepEd national uniform designs for teaching and two new national uniform designs for non-teaching personnel starting the transition period of the School Year (SY) 2021-2022**. The Executive Committee has set the guidelines based on the recommendation of the DepEd Uniform Committee (DUC) composed of teaching and non-teaching employee organizations with the following considerations:

- a. General availability of the textile materials in the market;
- b. Comfort and durability of the textile materials;
(The quality of the fabric should be adaptable to the weather conditions and the environment of concerned personnel.)
- c. Over-all look of the design of the uniform; and
(The design should be presentable, convey modesty and integrity, and should be in its simplest form to allow unrestricted movement.)
- d. Skin tone, age, body built will also be considered in the design.

2. In consideration with the current crisis brought about by the COVID-19 pandemic, and the continuing implementation of the blended learning delivery and alternative working arrangements in the Department, **SY 2021-2022 shall be considered a "transition period"** to allow ample time for employees to prepare and purchase new set of prescribed uniforms. To facilitate the transition period, employees can still wear their old uniforms this coming SY 2021-2022. **But starting SY 2022-2023, all teaching and non-teaching personnel shall wear the prescribed new set of uniforms.**

3. Only the approved national uniforms should be used by both teaching and non-teaching personnel. **There shall be no regional and schools division uniforms as to have uniformity across all offices.**
4. No specific fabric will be prescribed, for as long as the fabric used will follow the guidelines with the design set.
5. The teaching and non-teaching personnel from central, regional, division and schools are free to purchase and obtain the prescribed uniform materials from any available source that comply with the standards set. On the other hand, Employee cooperatives or associations /organizations are encouraged to offer the prescribed DepEd uniform materials to their teaching or non-teaching personnel members subject to their consent in order to avail of a more reasonable/discounted price and facilitate uniformity of colors/material of uniform to be purchased.
6. All concerned must send to the DepEd Central Office (CO) a written report of any DepEd official or employee who compels or coerces teaching and non-teaching personnel to purchase the uniform materials from a specific source, including the official himself/herself.
7. This is to reiterate and inform all concerned that it has not endorsed, accredited nor authorized any particular supplier to approach the central, regional and division offices to declare himself/herself as the exclusive distributor of the textile materials for the DepEd uniforms. Any uniform supplier who visits DepEd offices and uses the undersigned or any official in the CO in trying to get a deal for the supply of the DepEd uniforms must be reported to the Office of the Secretary Attention: DepEd Uniform Committee.
8. Modification or adjustments on the prescribed uniforms (e.g. long sleeves instead of short sleeves, skirts, instead of pants for the female employees) to conform with religious, social, and cultural requirements or any legitimate practice related thereto shall be allowed.
9. The following personnel are exempted from wearing the prescribed uniforms:
 - a. School officials who occupy third level positions in the Career Executive Service (CES);
 - b. Medical and Dental staff who shall wear their profession's 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.
10. The prescribed new set of DepEd national uniform for teaching personnel shall be as follows:

For Teaching Personnel

<p align="center">Design A for Female Teaching Personnel</p> <p>a.1. Blouse: Olive green with secret pockets embroidery: turquoise and pink combination with dark gray piping Zipper: option 1. Back 2. side</p> <p>a.2. Pants: charcoal gray</p>	<p align="center">Design A for Male Teaching Personnel</p> <p>a.1. Polo: Moss green embroidery: olive green with dark green army combination</p> <p>a.2. Pants: charcoal gray</p>
<p align="center">Design B for Female Teaching Personnel</p> <p>b.1. Blouse: Light Clay in sapphire with midnight weave and dark clay on bib accent Zipper: option 1. Back 2. side</p> <p>b.2. Pants: midnight blue</p>	<p align="center">Design B for Male Teaching Personnel</p> <p>b.1. Polo: crystal teal in full buttons embroidery: white</p> <p>b.2. Pants: midnight blue pants</p>
<p align="center">Design C for Female Teaching Personnel</p> <p>c.1. Blouse: light gray pattern with combination of walnut on the side embroidery: walnut and charcoal gray</p> <p>c.2. Pants: charcoal gray</p>	<p align="center">Design C for Male Teaching Personnel</p> <p>c.1. Polo: light brown in half buttons embroidery: white</p> <p>c.2. Pants: charcoal gray</p>
<p align="center">Design D for Female Teaching Personnel</p> <p>d.1. Blouse: light blue with egg shell speckled pattern, on bib with dark and light blue stripes with midnight blue piping</p> <p>d.2. Pants: midnight blue</p>	<p align="center">Design D for Male Teaching Personnel</p> <p>d.1. Polo: light blue with egg shell speckled pattern, chest accent with dark and light blue stripes with midnight blue piping</p> <p>d.2. Pants: midnight blue</p>

11. The prescribed new set of DepEd national uniform for non-teaching personnel shall be as follows:

For Non-Teaching Personnel

<p style="text-align: center;">Design E for Female Non-Teaching Personnel</p> <p>e.1. Blouse: black and tortilla print, neck line, piping and lining in tortilla and black Zipper: option 1. Back 2. side</p> <p>e.2 Pants: black</p>	<p style="text-align: center;">Design E for Male Non-Teaching Personnel</p> <p>e.1. Polo: earth tone beige in full buttons embroidery tortilla and light gray and brown combination</p> <p>e.2. Pants: black</p>
<p style="text-align: center;">Design F for Female Non-Teaching Personnel</p> <p>f.1. Blouse: light and dark gray combination with piping and lining Zipper: option 1. Back 2. side</p> <p>f.2 Pants: dark gray</p>	<p style="text-align: center;">Design F for Male Non-Teaching Personnel</p> <p>f.1. Polo: snow white in full buttons embroidery: light gray, red and dark gray combination</p> <p>f.2. Pants: dark gray pants</p>

12. The schedule for wearing the new set of uniforms listed below should be followed.

a. For Teaching Personnel

- Designs A for Male and Female – Monday
- Designs B for Male and Female – Tuesday
- Designs C for Male and Female – Wednesday
- Designs D for Male and Female – Thursday

b. For Non-Teaching Personnel

- Designs E for Male and Female - Monday and Wednesday
- Designs F for Male and Female - Tuesday and Thursday

c. Wearing of blazer or coat is optional.

d. Appropriate office clothes may be worn on uniform-free Fridays.

13. Based on these provisions, the Designs and Sketches with color specification of the DepEd National Uniforms are enclosed for reference.

14. The annual clothing and uniform allowance in the amount of Six Thousand Pesos (P6,000) or to whichever amount that shall be appropriated in the succeeding

budget years for this purpose, shall be released to all eligible personnel **not earlier** than the first working day of April of the current year, subject to existing accounting and auditing rules and regulations, and upon the release of the Notice of Cash Allocation from DBM.

15. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary



To authenticate the document,
please scan the QR code.



DEPED-OSEC-441466

Encl.: As stated

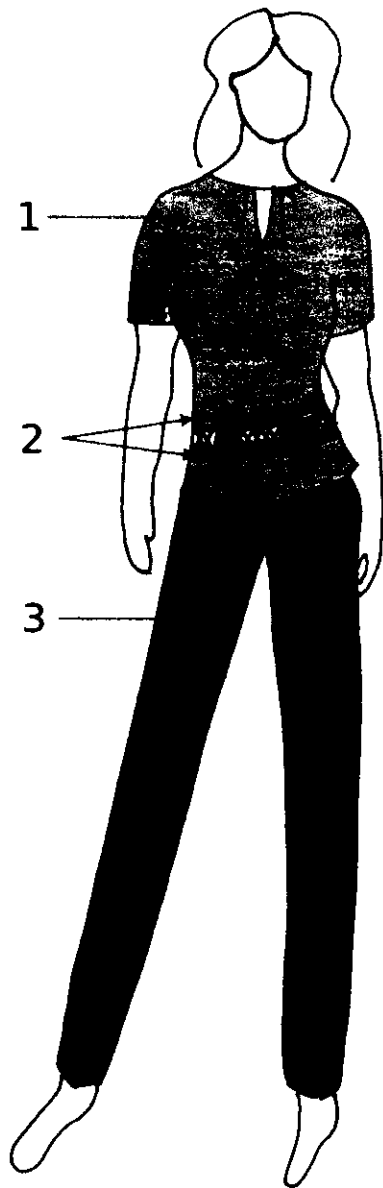
Reference: DepEd Memorandum: (No.050, s. 2019)

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

COMMITTEE
EMPLOYESS
OFFICIALS
RULES AND REGULATIONS
TEACHERS
UNIFORMS

Jobm//DM Guidelines on the New DepEd Uniform...
0140-March 30, 2021

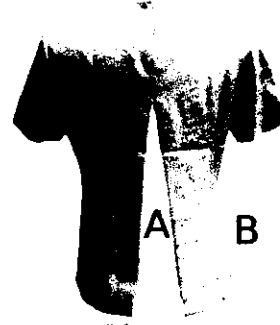
Design A Teaching: Female Mondays



Neck Line



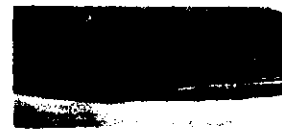
Back Button



Zipper

Option A: Back
Option B: Sides

Secret Pockets



Zoomed-in Emroidery

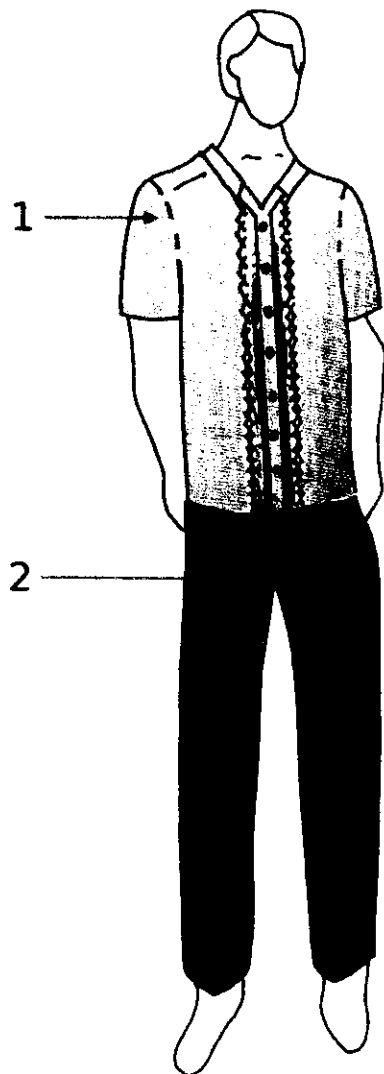
Colors:

1. Olive Green
2. Dark Gray
3. Charcoal Gray

*Embroidery: Turquoise & Pink



Design A
Teaching: Male
Mondays



Full button



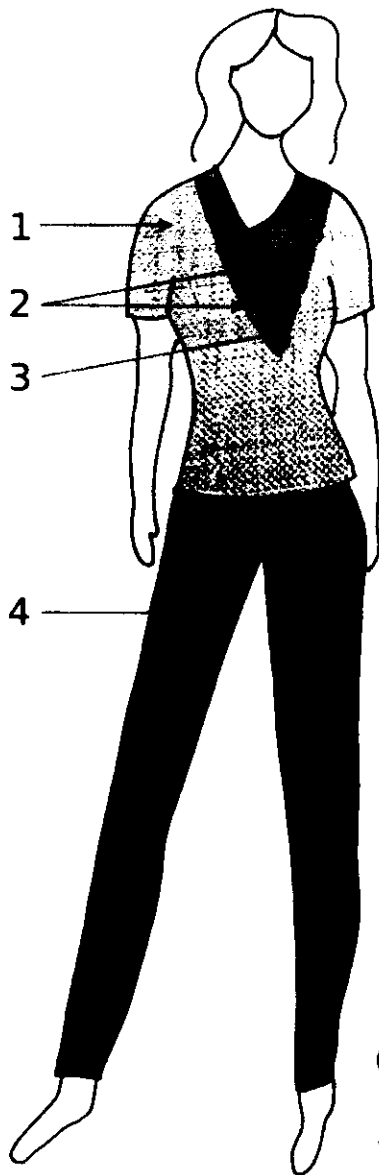
Zoomed-in Embroidery

Colors:

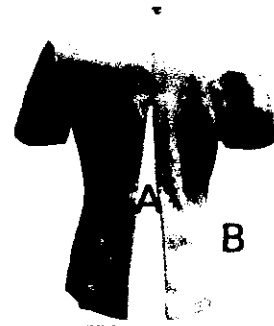
- 1. Moss
- 2. Charcoal Gray
- *Embroidery: Olive & Dark Army Green



Design B Teaching: Female Tuesdays



Back Button



Zipper

Option A: Back
Option B: Sides



Neck line

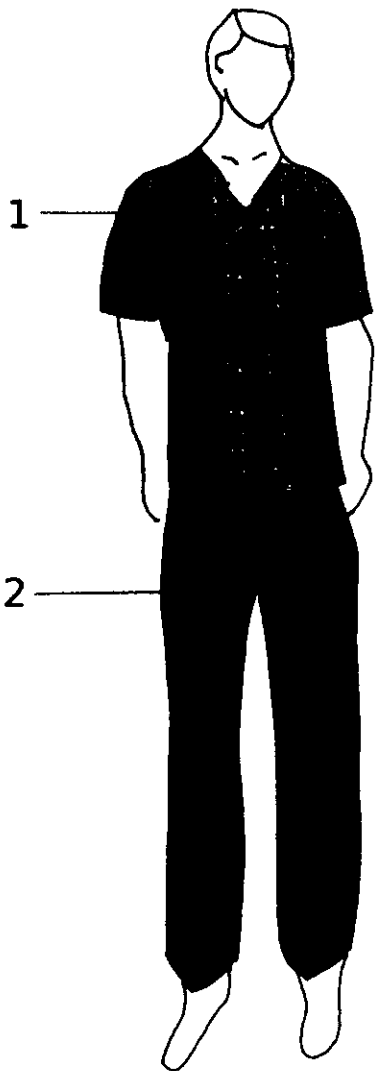
Colors:

1. Light Clay
2. Sapphire with Midnight Weave
3. Dark Clay
4. Midnight Blue

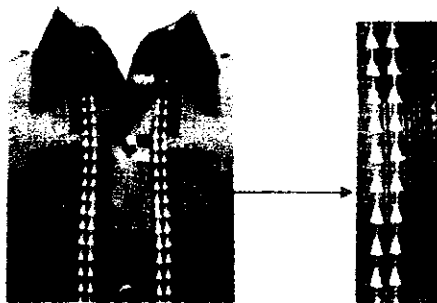


fruits

Design B
Teaching: Male
Tuesdays



Full Button



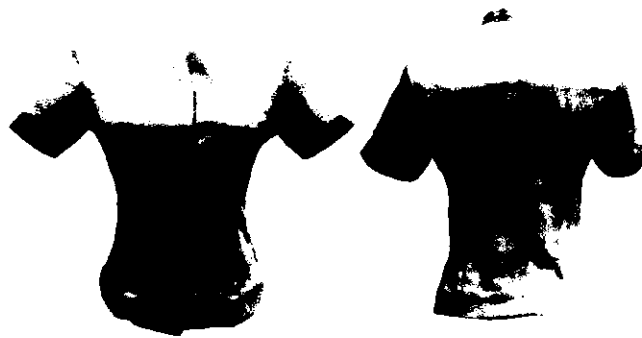
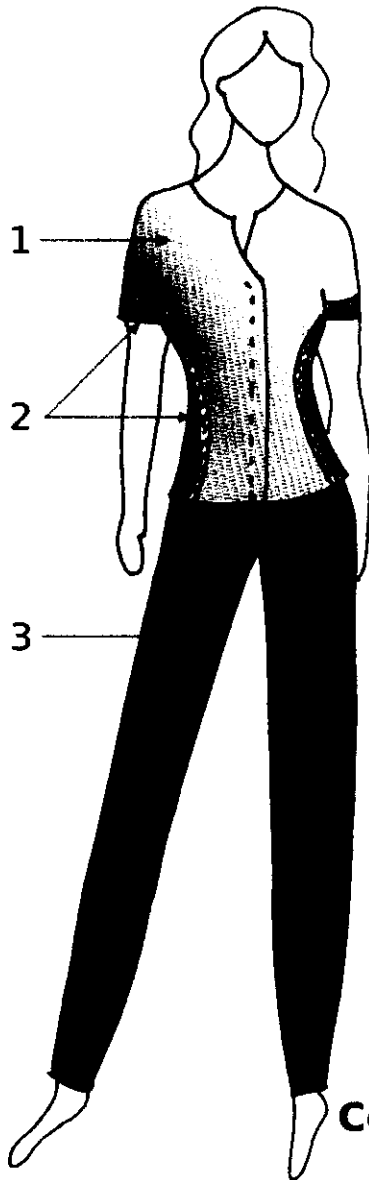
Zoomed-in Embroidery

Colors:

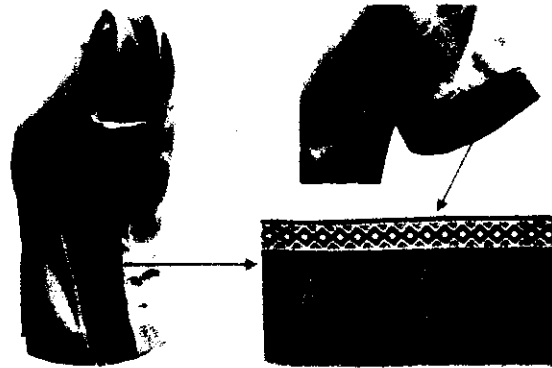
- 1. Crystal Teal
- 2. Midnight Blue
- *Embroidery: White



Design C
Teaching: Female
Wednesdays



Concealed Buttons



Zoomed-in Embroidery

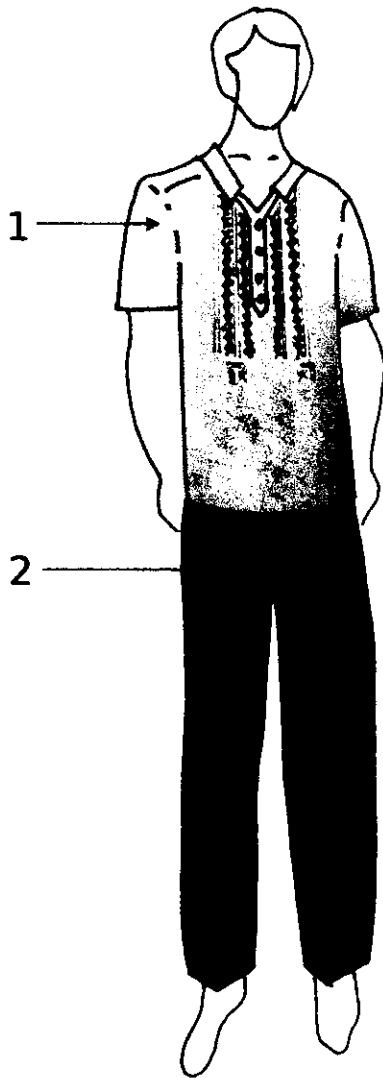
Colors:

1. Light Gray Pattern
2. Walnut
3. Charcoal Gray

*Embroidery: Walnut & Charcoal Gray



Design C
Teaching: Male
Wednesdays



Half Button



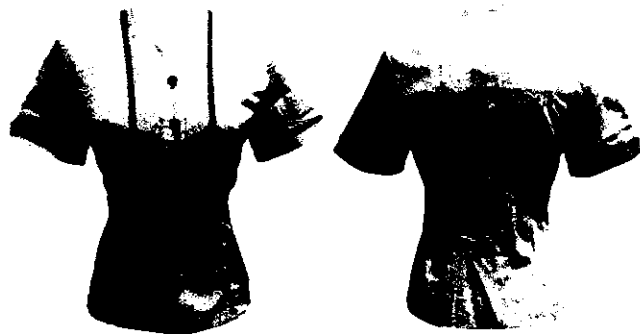
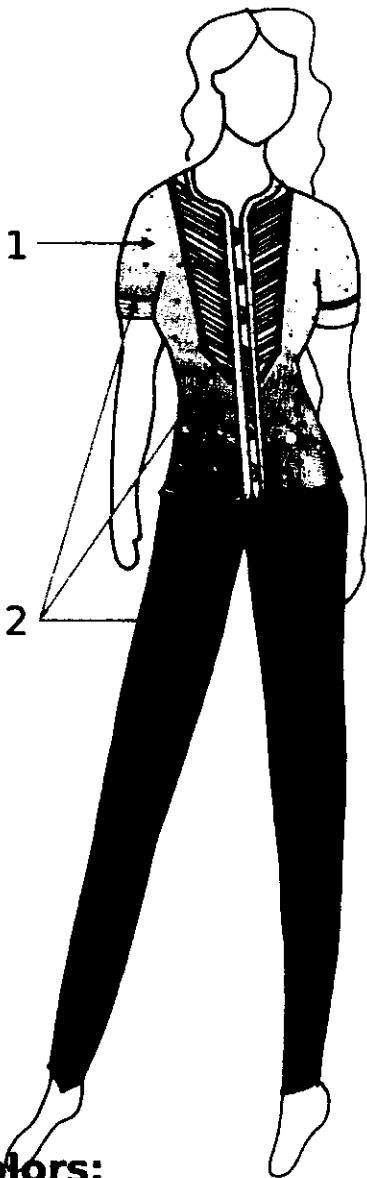
Zoomed-in Embroidery

Colors:

- 1. Light Brown
- 2. Charcoal Gray
- *Embroidery: White



Design D
Teaching: Female
Thursdays



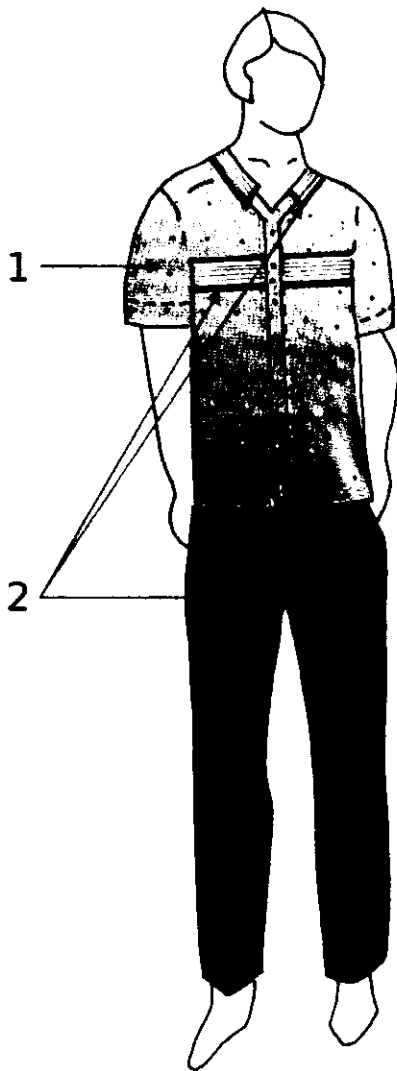
**Zoomed-in Stripes
& Piping Details**

Colors:

- 1. Light Blue with Eggshell Speckled Pattern
- 2. Midnight Blue
- *Stripes - Dark & Light Blue
- *Piping - Midnight Blue



Design D
Teaching: Male
Thursdays



Full button



Zoomed-in Stripes
& Piping Details

Colors:

1. Light Blue with Eggshell Speckled Pattern

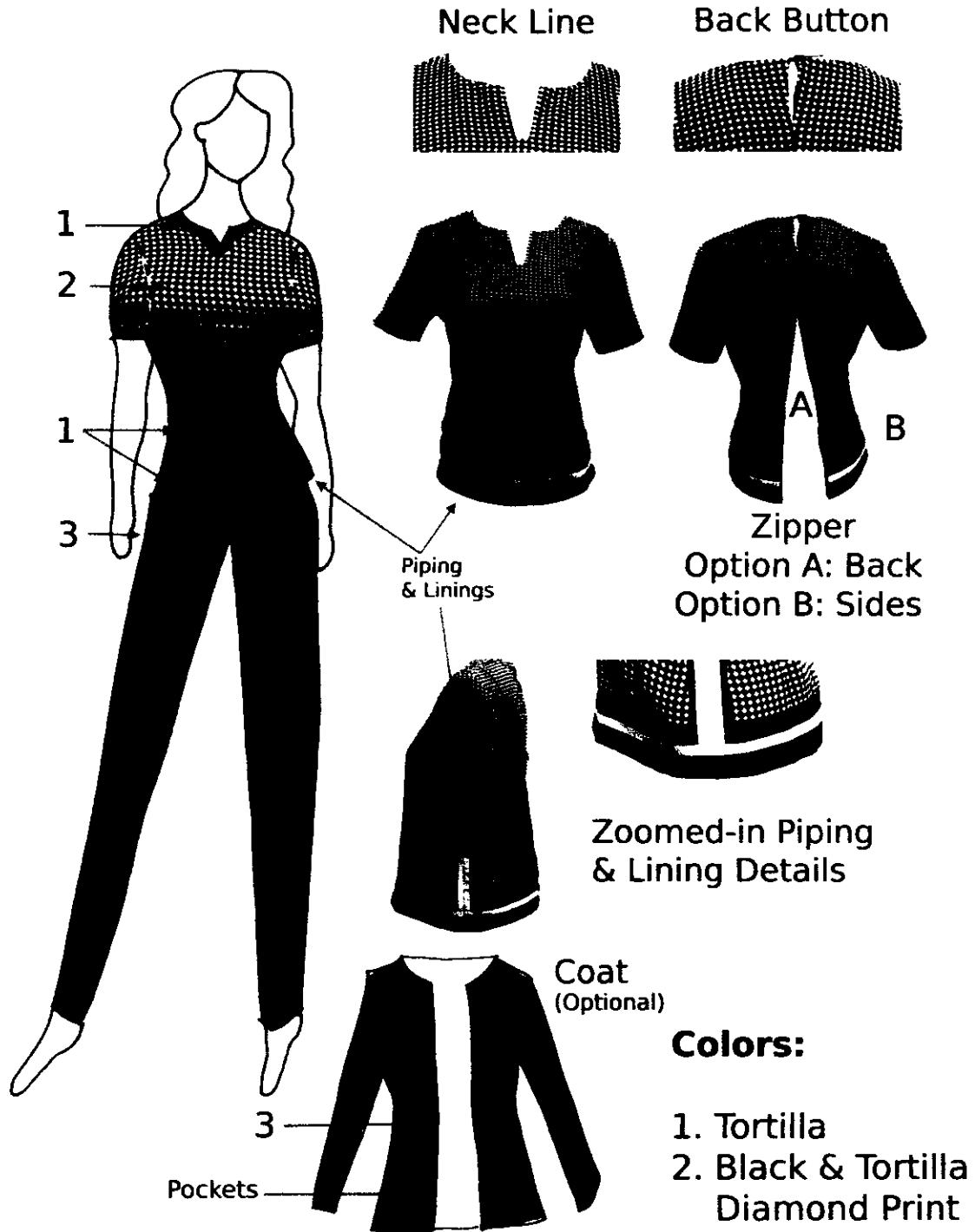
2. Midnight Blue

*Stripes - Dark & Light Blue

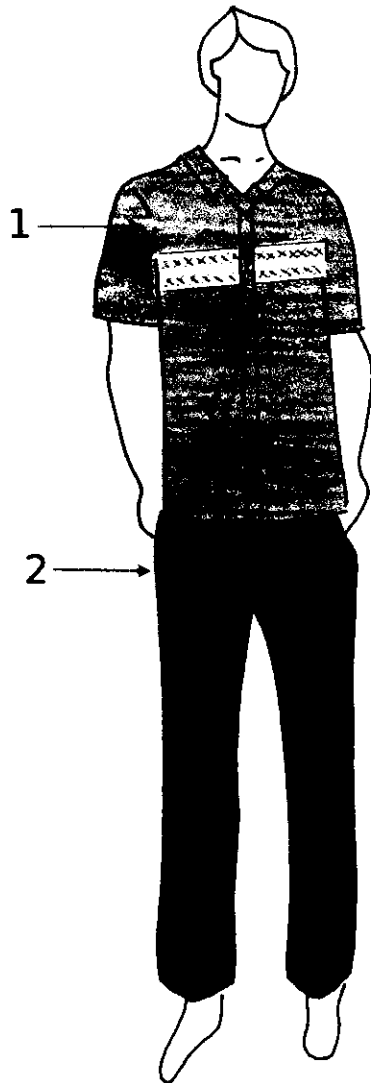
*Piping - Midnight Blue



Design E
Non-Teaching: Female
Mondays & Wednesdays



Design E
Non-Teaching: Male
Mondays & Wednesdays



Full Button



Zoomed in Embroidery

Colors:

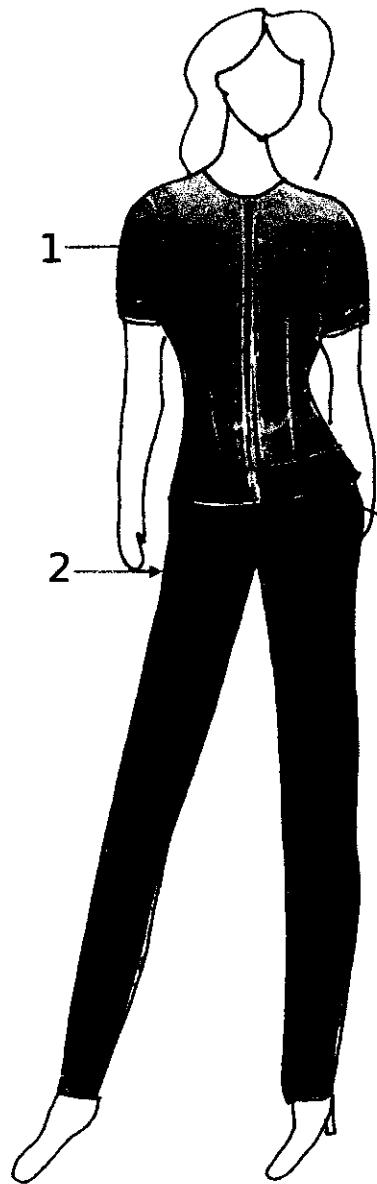
1. Earth-tone Beige

2. Black

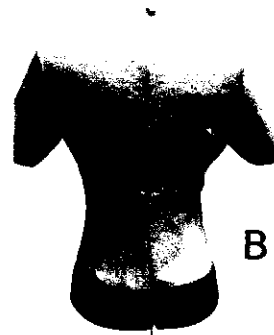
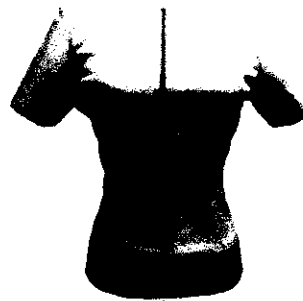
*Embroidery: Light Gray & Tortilla



Design F
Non-Teaching: Female
Tuesdays & Thursdays

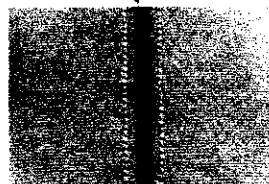


Back Button



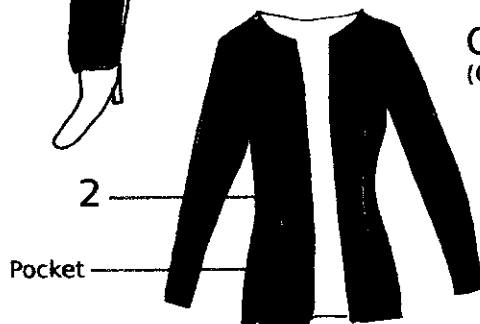
Zipper
 Option A: Back
 Option B: Sides

Piping
& Stitch



Piping & Stitch Details

Coat
 (Optional)

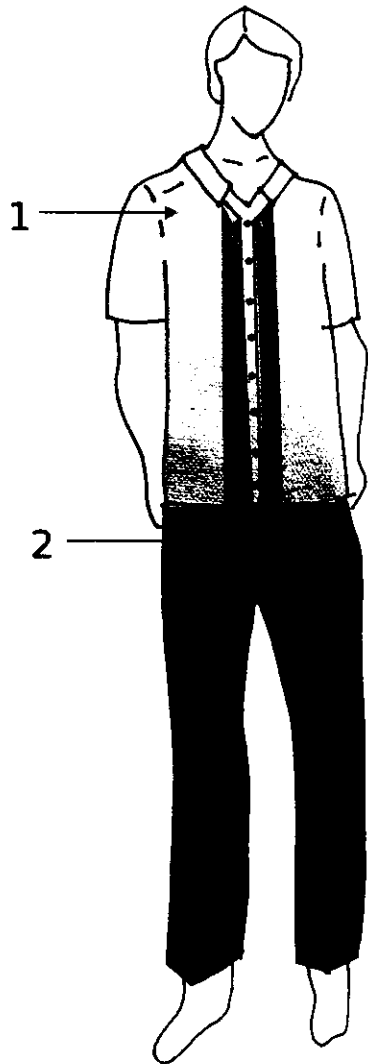


Colors:

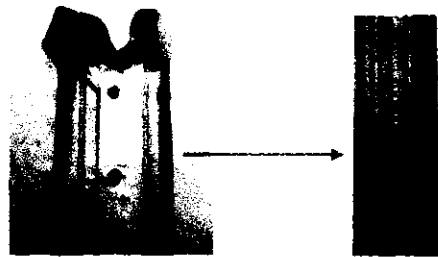
- 1. Light Gray
- 2. Dark Gray



Design F
Non-Teaching: Male
Tuesdays & Thursdays



Full button



Zoomed-in Embroidery

Colors:

- 1. Snow White
- 2. Dark Gray
- *Embroidery: Light Gray, Red & Dark Gray

