



November 16, 2015

DIVISION MEMORANDUM

No. 434, s. 2015

**REITERATING THE WEARING OF UNIFORM FOR ALL TEACHING
AND NON-TEACHING PERSONNEL**

To: **ALL TEACHING AND NON-TEACHING PERSONNEL**
This Division

1. To ensure proper dress code and identity of all permanent DepEd Teaching and Non-Teaching Personnel of the Department of Education, they are required to wear the prescribed uniform. In support to this, the said personnel are entitled of a Php 5,000.00 yearly clothing and uniform allowance.
2. With the above premise, this Office reiterates the wearing of uniform for all DepEd teaching and non-teaching personnel from Monday to Thursday. Since Friday is considered a wash day, all personnel are expected to wear any set of clothes agreed by their school/ unit provided that they are fit for teachers/ government employees.
3. Per DepEd Order No. 7, s. 2013 and DepEd Order No. 21, s. 2007 re Prescribing the DepEd Uniform for Teachers and Non-Teaching Personnel, the following are exempt from wearing the prescribed uniform:
 - 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. Teachers 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. Teachers and non-teaching personnel who are in mourning may wear the appropriate mourning clothes.
4. Job Order employees are not required to wear the DepEd uniform considering that they are not entitled of the annual clothing allowance.
5. Immediate dissemination of this Memorandum to all concerned in enjoined.

CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent

CLL/jgv

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

PERSONNEL

UNIFORM

POLICY

References:

DepEd Order No. 7, s. 2013 and DepEd Order No. 21, s. 2007