

OCA CIRCULAR NO. 37-2009, April 01, 2009

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TO:

ALL OFFICIALS AND EMPLOYEES OF THE FIRST AND SECOND LEVEL COURTS

SUBJECT:

WEARING OF APPROPRIATE OFFICE ATTIRE

The wearing of office uniforms will be optional effective April 1, 2009, Henceforth, subject to the guidelines set forth under Memorandum Circular No. 1-2008, dated January 17, 2008, particularly paragraph V (C), the following are prohibited when performing official functions:

- Gauzy, transparent or net-like blouse or shirt;
- Sando, sleeveless, strapless or spaghetti-strapped blouse, tank tops (unless worn as an undershirt), blouse with over- plunging necklines;
- Collarless t-shirts for men;
- Micro-mini skirt, walking shorts, cycling shorts, leggings tights, jogging pants, capri-pants, pedal pushers;
- Sandals and step-ins exposing the toes;
- Rubber sandals, slippers, "bakya"; and
- Sporting of long and unkempt hair, as well as wearing of earrings and other body ornaments by male employees. (Please see attachments.)

Wearing of Denim or "maong" pants, collarless t-shirts for men, rubber shoes, sandals and step-ins are allowed on FRIDAYS ONLY.

Strict compliance is enjoined.

April 1,2009.

JOSE P. PEREZ

Court Administrator

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