



Reference No. 2024- 17
 January 19, 2024

MEMORANDUM FROM THE DIRECTOR

TO : ALL BAR EMPLOYEES

SUBJECT : AMENDMENT TO THE DA-BAR GUIDELINES ON THE WEARING OF PRESCRIBED DRESS CODE AND IDENTIFICATION CARDS (ID)

Supplementary to the recently issued memorandum on the modified DA-BAR Guidelines on the Wearing of the Prescribed Dress Code issued dated January 08, 2024, please be informed of the following amendment on the daily dress code for all employees:

I. DRESS CODE


All employees are enjoined to follow the prescribed dress code on assigned days of the week:

Day of the Week	Male	Female
Monday	Plain White polo/white polo barong; Slacks/suit/pants/trousers; Formal/semi-formal footwear	White polo/plain white blouse; Slacks/office pants or knee-length/long skirt/dress; Formal/semi-formal footwear, preferably closed toe shoes
Tuesday	Predominantly Blue polo/Blue collared shirt with DA-BAR logo; Slacks/suit; Pants/trousers; Formal/semi-formal footwear	Predominantly Blue polo/ Blue blouse / Blue collared shirt with DA logo; Slacks/office pants or knee-length/long skirt/dress; Formal/semi-formal footwear, preferably closed toe shoes
Wednesday	Predominantly Blue polo/Blue collared shirt with DA-BAR logo; Slacks/suit; Pants/trousers; Formal/semi-formal footwear	Predominantly Blue polo/ Blue blouse /Blue collared shirt with DA logo; Slacks/office pants or knee-length/long skirt/dress; Formal/semi-formal

		footwear, preferably closed toe shoes
Thursday	Predominantly Blue polo/Blue collared shirt with DA-BAR logo; Slacks/suit; Pants/trousers; Formal/semi-formal footwear	Predominantly Blue polo/ Blue blouse /Blue collared shirt with DA logo; Slacks/office pants or knee-length/long skirt/dress; Formal/semi-formal footwear, preferably closed toe shoes
Friday	Any color of polo/ collared shirt; Denim/jeans except ripped/acid washed/stone washed, etc.;; Casual footwear	Any color of polo/ collared shirt; Denim/jeans except ripped/acid washed/stone washed, etc.;; Casual footwear

This Memorandum shall take effect immediately and shall remain in force unless revoked in writing. All other provisions of the guidelines on the wearing of the prescribed dress code and Identification Cards (ID) shall remain in order.

For your guidance and strict compliance.


JUNEL B. SORIANO, PhD

