



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS NA YAMAN**



MEMORANDUM

FOR : ALL OFFICIALS AND EMPLOYEES
DENR Central Office, Regions, Bureaus, and Attached Agencies

FROM : The Assistant Secretary
Human Resources, Strategic Communication
and Sectoral Initiatives

**SUBJECT : WEARING OF OFFICE-APPROPRIATE COMFORTABLE
CLOTHES SUITABLE FOR THE SUMMER SEASON**

DATE : 02 MAY 2024

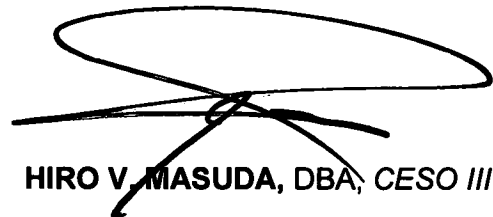
In view of the rising heat index, employees are encouraged to wear comfortable clothes (e.g. collared tops and slacks made of light fabric) suited for the summer season.

Employees are nonetheless expected to wear the ARTA ID, closed black shoes, and **office-appropriate attire**. Pursuant to CSC MC No. 19.s. 2000, the following attires are prohibited when performing official functions inside the workplace:

1. Gauzy, transparent or net-like shirt or blouse;
2. Sando, strapless or spaghetti-strap blouse (unless worn as an undershirt), tank tops, blouse with over-plunging necklines;
3. Micro-mini skirt, walking shorts, cycling shorts, leggings, tights, and jogging pants; and
4. Rubber sandals and rubber slippers.

In addition, wearing of "maong" pants and rubber shoes is not allowed from Mondays to Thursdays.

For your information and guidance.



HIRO V. MASUDA, DBA, CESO III

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