



Republic of the Philippines
IFUGAO STATE UNIVERSITY
Nayon, Lamut, Ifugao

OFFICE OF THE UNIVERSITY PRESIDENT

MEMORANDUM ORDER NO. 31 s. 2016

TO : ALL EMPLOYEES
This University

SUBJECT : Wearing of Employee Uniforms and ID

DATE : July 7, 2016

1. Pursuant to Civil Service Memorandum No. 19 s. 2000 on prescribed dress code for all government officials and employees in the workplace, please be informed that effective July 18, 2016, the schedule of wearing employee uniforms throughout the university will be as follows:

DAY	MALE UNIFORM	FEMALE UNIFORM
Monday	Polo -Blue Pants-Slacks	Blouse-Royal Blue Pants-Royal Blue Pant
Tuesday	Polo-Light Peach Pants-Slacks	Blouse-Light Peach Pants-Black Slacks
Wednesday	Polo-Gray Pants-Slacks	Blouse-Green Pants-Tuesday Pants (previous)/Black Pants
Thursday & Friday	College/Department or Unit agreed uniform/clothing	

2. The wearing of employee Identification Card (ID) is also required for proper identification and security measures.
3. The Campus Executive Directors, through the Security Guards, are hereby tasked to check the proper wearing of uniform and IDs.
4. For your commitment and compliance.


SERAFIN L. NGOHAYON, Ph.D.
University President

Copy furnished: All employees, Records Office, file.