



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

2023-75368

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DEPED MALAYBALAY CITY DIVISION
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DATE: 6/13/23 Time: 10:01
By:

June 9, 2023

DIVISION MEMORANDUM

NO. 218, s. 2023

TO: Chief Education Supervisor and Staff, Curriculum Implementation Division
Chief Education Supervisor and Staff, Schools Governance and Operations Division
Section/Unit Heads
Elementary and Secondary School Heads, Teachers and Staff
This Division

FROM: **CHERRY MAE L. LIMBACO-REYES**

Schools Division Superintendent

Re: **REITERATION OF DEPED MEMORANDUM NO. 16, S. 2021 RE:
GUIDELINES ON THE NEW DEPED NATIONAL UNIFORM FOR
TEACHING AND NON-TEACHING PERSONNEL and CSC
MEMORANDUM CIRCULAR NO. 19, S. 2000 RE: REVISED DRESS
CODE PRESCRIBED FOR ALL GOVERNMENT OFFICIALS AND
EMPLOYEES IN THE WORKPLACE**

1. Pursuant to Deped Memorandum No. 16, s. 2021 dated March 31, 2021 re: Guidelines on the New DepEd National Uniform for Teaching and Non-Teaching Personnel, attention is invited to all concerned to observe the following salient provisions:
 - a) Paragraph 10 and 11 prescribing the proper design
 - b) Paragraph 9 which states: "The following personnel are exempted from wearing the prescribed uniforms:
 - 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. Teaching and non-teaching personnel with physical disabilities and other legitimate health reasons;



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- f. Pregnant employees who shall wear maternity dresses during their period of pregnancy; and
- g. Teaching and non-teaching personnel who are in mourning may wear the appropriate mourning clothes.
- c) Paragraph 12 provides for: “The schedule of wearing the new set of uniforms listed below should be followed.
- i. For Teaching Personnel
Designs A for Male and Female - Monday
Designs B for Male and Female - Tuesday
Designs C for Male and Female - Wednesday
Designs D for Male and Female - Thursday
 - ii. For Non-Teaching Personnel
Designs E for Male and Female - Monday and Wednesday
Designs F for Male and Female - Tuesday and Thursday
 - iii. Wearing of blazer or coat is optional.
 - iv. Appropriate office clothes may be worn on uniform-free Fridays.”
2. Moreover, Memorandum Circular No. 19, s. 2000 of the Civil Service Commission dated October 30, 2000 re: Revised Dress Code Prescribed for all Government Officials and Employees in the Workplace provides for the following:
- a) “Appropriate Attire – On those days when there is no prescribed office uniform for the day, employees shall be dressed in appropriate business attire.
- The wearing of “maong” pants, although generally prohibited, may be considered as appropriate attire when paired with a collared polo/shirt (for male employees), or any appropriate blouse or shirt (for female employees).”
- For the Division Office employees, the following Polo Shirt may be worn during Fridays:
- First Friday – IPed Royal Blue
 - Second Friday – Icon of the Forest Green
 - Third Friday – NMRAA/Icons Blue or any shade of blue
 - Fourth & Fifth Friday – Any DepEd Polo Shirt
- b) Prohibited Attire – The following attire shall be prohibited for all government employees when performing official functions inside the workplace:





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- i. Gauzy, transparent or net-like shirt or blouse;
 - ii. Sando, strapless or spaghetti-strap blouse (unless worn as an undershirt), tank-tops, blouse with over-plunging necklines;
 - iii. Micro-mini skirt, walking shorts, cycling shorts, leggings, tights, jogging pants;
 - iv. Rubber sandals, rubber slippers, “bakya”.
- c) Other Prohibitions – The following shall also be prohibited during office hours and within office premises:
- i. Ostentatious display of jewelry, except for special occasions and during official celebrations
 - ii. Wearing of heavy or theatrical make-up.
3. Furthermore, all concerned are likewise directed to observe Ordinance No. 2014-016R of the 12th Sangguniang Panlalawigan of the Province of Bukidnon, an Ordinance Prescribing the Ethnic Attire as Part of the Dress Code for all Local Government Units and Other Government Offices within the Jurisdiction of the Provincial Government of Bukidnon.
- a) “Following the mandate of the Act, this Ordinance Integrates the Ethnic Attire Dress Code to all Local and National Government Offices within the territorial jurisdiction of the Provincial Government of Bukidnon. Said Attire Code specifies its observance of at least once a month depending on the choice of such LGU/office the particular tribe among the original settlers they may wish to symbolize, represent and stand for, depicting at all times propriety and decency.”
 - b) In relation to this, the ethnic attire will be worn in this Division every First Monday of the month.
4. Queries relative to this may be relayed to Dr. Manuel D. Dinlayan II, Administrative Officer V of the Administrative Services of this Office at 09178804817.



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Republic of the Philippines
Department of Education

31 MAR 2021

DepEd MEMORANDUM
No. **016**, s. 2021

**GUIDELINES ON THE NEW DEPED NATIONAL UNIFORM FOR TEACHING
AND NON-TEACHING PERSONNEL**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Other Concerned

1. The Department of Education (DepEd) announces the adoption of the **four new sets of DepEd national uniform designs for teaching and two new national uniform designs for non-teaching personnel starting the transition period of the School Year (SY) 2021-2022**. The Executive Committee has set the guidelines based on the recommendation of the DepEd Uniform Committee (DUC) composed of teaching and non-teaching employee organizations with the following considerations:

- a. General availability of the textile materials in the market;
- b. Comfort and durability of the textile materials;
(The quality of the fabric should be adaptable to the weather conditions and the environment of concerned personnel.)
- c. Over-all look of the design of the uniform; and
(The design should be presentable, convey modesty and integrity, and should be in its simplest form to allow unrestricted movement.)
- d. Skin tone, age, body built will also be considered in the design.

2. In consideration with the current crisis brought about by the COVID-19 pandemic, and the continuing implementation of the blended learning delivery and alternative working arrangements in the Department, **SY 2021-2022 shall be considered a "transition period"** to allow ample time for employees to prepare and purchase new set of prescribed uniforms. To facilitate the transition period, employees can still wear their old uniforms this coming SY 2021-2022. **But starting SY 2022-2023, all teaching and non-teaching personnel shall wear the prescribed new set of uniforms.**

3. Only the approved national uniforms should be used by both teaching and non-teaching personnel. **There shall be no regional and schools division uniforms as to have uniformity across all offices.**
4. No specific fabric will be prescribed, for as long as the fabric used will follow the guidelines with the design set.
5. The teaching and non-teaching personnel from central, regional, division and schools are free to purchase and obtain the prescribed uniform materials from any available source that comply with the standards set. On the other hand, Employee cooperatives or associations /organizations are encouraged to offer the prescribed DepEd uniform materials to their teaching or non-teaching personnel members subject to their consent in order to avail of a more reasonable/discounted price and facilitate uniformity of colors/material of uniform to be purchased.
6. All concerned must send to the DepEd Central Office (CO) a written report of any DepEd official or employee who compels or coerces teaching and non-teaching personnel to purchase the uniform materials from a specific source, including the official himself/herself.
7. This is to reiterate and inform all concerned that it has not endorsed, accredited nor authorized any particular supplier to approach the central, regional and division offices to declare himself/herself as the exclusive distributor of the textile materials for the DepEd uniforms. Any uniform supplier who visits DepEd offices and uses the undersigned or any official in the CO in trying to get a deal for the supply of the DepEd uniforms must be reported to the Office of the Secretary Attention: DepEd Uniform Committee.
8. Modification or adjustments on the prescribed uniforms (e.g. long sleeves instead of short sleeves, skirts, instead of pants for the female employees) to conform with religious, social, and cultural requirements or any legitimate practice related thereto shall be allowed.
9. The following personnel are exempted from wearing the prescribed uniforms:
 - 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. Teaching 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. Teaching and non-teaching personnel who are in mourning may wear the appropriate mourning clothes.
10. The prescribed new set of DepEd national uniform for teaching personnel shall be as follows:

For Teaching Personnel

<p>Design A for Female Teaching Personnel</p> <p>a.1. Blouse: Olive green with secret pockets embroidery: turquoise and pink combination with dark gray piping Zipper: option 1. Back 2. side</p> <p>a.2 Pants: charcoal gray</p>	<p>Design A for Male Teaching Personnel</p> <p>a.1. Polo: Moss green embroidery: olive green with dark green army combination</p> <p>a.2. Pants: charcoal gray</p>
<p>Design B for Female Teaching Personnel</p> <p>b.1. Blouse: Light Clay in sapphire with midnight weave and dark clay on bib accent Zipper: option 1. Back 2. side</p> <p>b.2 Pants: midnight blue</p>	<p>Design B for Male Teaching Personnel</p> <p>b.1. Polo: crystal teal in full buttons embroidery: white</p> <p>b.2. Pants: midnight blue pants</p>
<p>Design C for Female Teaching Personnel</p> <p>c.1. Blouse: light gray pattern with combination of walnut on the side embroidery: walnut and charcoal gray</p> <p>c.2 Pants: charcoal gray</p>	<p>Design C for Male Teaching Personnel</p> <p>c.1. Polo: light brown in half buttons embroidery: white</p> <p>c.2. Pants: charcoal gray</p>
<p>Design D for Female Teaching Personnel</p> <p>d.1. Blouse: light blue with egg shell speckled pattern, on bib with dark and light blue stripes with midnight blue piping</p> <p>d.2 Pants: midnight blue</p>	<p>Design D for Male Teaching Personnel</p> <p>d.1. Polo: light blue with egg shell speckled pattern, chest accent with dark and light blue stripes with midnight blue piping</p> <p>d.2. Pants: midnight blue</p>

11. The prescribed new set of DepEd national uniform for non-teaching personnel shall be as follows:

For Non-Teaching Personnel

<p>Design E for Female Non-Teaching Personnel</p> <p>e.1. Blouse: black and tortilla print, neck line, piping and lining in tortilla and black Zipper: option 1. Back 2. side</p> <p>e.2. Pants: black</p>	<p>Design E for Male Non-Teaching Personnel</p> <p>e.1. Polo: earth tone beige in full buttons embroidery tortilla and light gray and brown combination</p> <p>e.2. Pants: black</p>
<p>Design F for Female Non-Teaching Personnel</p> <p>f.1. Blouse: light and dark gray combination with piping and lining Zipper: option 1. Back 2. side</p> <p>f.2. Pants: dark gray</p>	<p>Design F for Male Non-Teaching Personnel</p> <p>f.1. Polo: snow white in full buttons embroidery: light gray, red and dark gray combination</p> <p>f.2. Pants: dark gray pants</p>

12. The schedule for wearing the new set of uniforms listed below should be followed.

a. For Teaching Personnel

Designs A for Male and Female – Monday
Designs B for Male and Female – Tuesday
Designs C for Male and Female – Wednesday
Designs D for Male and Female – Thursday

b. For Non-Teaching Personnel

Designs E for Male and Female - Monday and Wednesday
Designs F for Male and Female - Tuesday and Thursday

c. Wearing of blazer or coat is optional.

d. Appropriate office clothes may be worn on uniform-free Fridays.

13. Based on these provisions, the Designs and Sketches with color specification of the DepEd National Uniforms are enclosed for reference.

14. The annual clothing and uniform allowance in the amount of Six Thousand Pesos (P6,000) or to whichever amount that shall be appropriated in the succeeding

budget years for this purpose, shall be released to all eligible personnel **not earlier** than the first working day of April of the current year, subject to existing accounting and auditing rules and regulations, and upon the release of the Notice of Cash Allocation from DBM.

15. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary



To authenticate this document,
please visit the QR code.



DEPED-OSEC 441488

Encl.: As stated

Reference: DepEd Memorandum: (No.050, s. 2019)

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

COMMITTEE
EMPLOYEES
OFFICIALS
RULES AND REGULATIONS
TEACHERS
UNIFORMS

Jobm//DM Guidelines on the New DepEd Uniform...
0140-March 30, 2021



Republic of the Philippines
CIVIL SERVICE COMMISSION
Serbisyo Sibil: Isang Daang Taong Paglilingkod

MC No. 19, s. 2000

MEMORANDUM CIRCULAR

TO: ALL HEADS OF DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL/LOCAL GOVERNMENTS, INCLUDING GOVERNMENT-OWNED AND/OR CONTROLLED CORPORATIONS WITH ORIGINAL CHARTERS

SUBJECT: REVISED DRESS CODE PRESCRIBED FOR ALL GOVERNMENT OFFICIALS AND EMPLOYEES IN THE WORKPLACE

The Civil Service Commission, as mandated by law, issued CSC Memorandum Circular No. 14, s. 1991, prescribing the Dress Code for All Government Officials and Employees, and later clarifying it through CSC Memorandum Circular No. 25, s. 1991.

However, certain provisions thereof need to be further clarified in order to conform to the changes brought about by the Philippine Centennial in 1998, which paved the way for the institutionalization of the wearing of Filipiniana attire during Mondays, and to the Gender Advocacy program of the Civil Service Commission.

In response to the foregoing demands of the times, and in accordance with the Commission's mandate to improve personnel administration, the Commission hereby adopts the attached Revised Dress Code Prescribed for All Government Officials and Employees in the Workplace.

All other existing Civil Service Commission issuances which are inconsistent herewith are deemed repealed or amended.

This Memorandum Circular shall take effect fifteen (15) days after the date of its publication in a newspaper of general circulation.


Joseph R. De Leon
Chairman

30 October 2000

3jc/abr/rtm/x3/x13/nm50



Republic of the Philippines
CIVIL SERVICE COMMISSION

Serbiyo Sibil: Isang Daang Taong Paglilingkod

**Re: Revised Dress Code Prescribed for
All Government Officials and Employees
In the Workplace**

X ----- X

RESOLUTION NO. 002515

WHEREAS, Section 3, Article IX-B of the 1987 Constitution provides that the Civil Service Commission, as the central personnel agency of the Government, shall adopt measures to promote morale, efficiency, integrity, responsiveness, progressiveness, and courtesy in the civil service, and shall likewise institutionalize a management climate conducive to public accountability;

WHEREAS, Section 12 (3), Chapter 3, Title I (A), Book V of the Administrative Code of 1987 (Executive Order No. 292) empowers the Civil Service Commission to promulgate policies, standards and guidelines for the Civil Service and adopt plans and programs to promote economical, efficient and effective personnel administration in the Government;

WHEREAS, Section 12 (19), Chapter 3, Title I (A), Book V of the Administrative Code of 1987 provides that the Commission shall perform all functions properly belonging to a central personnel agency and such other functions as may be provided by law;

WHEREAS, the Code of Conduct and Ethical Standards for Public Officials and Employees (Republic Act No. 6713) mandates that public officials and employees shall perform and discharge their duties with professionalism and shall lead modest lives appropriate to their positions and income. Likewise, they shall not indulge in extravagant or ostentatious display of wealth in any form;

WHEREAS, the existing rules and regulations in the Commission on appropriate attire (Dress Code) when performing official functions inside the workplace, need to be updated and revised in order to conform with the Gender Mainstreaming and Institutionalization of Gender and Development in the bureaucracy.

NOW, THEREFORE, the Commission hereby resolves to promulgate the Revised Dress Code Prescribed for All Government Officials and Employees In the Workplace.

1. **Coverage.** This Dress Code shall apply to all officials and employees of the government, both male and female, except to those regularly performing their duties and functions in the field, or those temporarily assigned in actual field operations.
2. **Official Attire.** The "Filipiniana" and the respective office uniforms as prescribed by the different government agencies/offices shall be the official attire of all government officials and employees, which shall be worn in accordance with their assigned schedule, as hereinbelow stated:

Monday	"Filipiniana" Attire
Tuesday	Office Uniform for Tuesday
Wednesday	Office Uniform for Wednesday
Thursday	Office Uniform for Thursday
Friday	Office Uniform for Friday, if any; If there is none, Appropriate Business Attire
3. **Appropriate Attire.** On those days when there is no prescribed office uniform for the day, employees shall be dressed in appropriate business attire.

The wearing of "maong" pants, although generally prohibited, may be considered as appropriate attire when paired with a collared polo/shirt (for male employees), or any appropriate blouse or shirt (for female employees).

4. *Prohibited Attire.* The following attire shall be prohibited for all government employees when performing official functions inside the workplace:
 - 4.1 Gauzy, transparent or net-like shirt or blouse;
 - 4.2 Sando, strapless or spaghetti-strap blouse (unless worn as an undershirt), tank-tops, blouse with over-plunging necklines;
 - 4.3 Micro-mini skirt, walking shorts, cycling shorts, leggings, tights, jogging pants;
 - 4.4 Rubber sandals, rubber slippers, "bakya".

5. *Other Prohibitions.* The following shall also be prohibited during office hours and within office premises:
 - 5.1 Ostentatious display of jewelry, except for special occasions and during official celebrations;
 - 5.2 Wearing of heavy or theatrical make-up.

6. *Exemptions That May Be Allowed.* In the implementation of this Dress Code, certain exemptions may be allowed, on the following grounds:
 - 6.1 When the nature of work of the official or employee demands that he/she wears clothing other than those prescribed above;
 - 6.2 When religious affiliation or creed or any legitimate practice by the employee in relation thereto, requires him/her to wear a particular clothing;
 - 6.3 Physical disabilities, and other legitimate health reasons;
 - 6.4 Pregnant female employees are allowed to wear maternity dress during the period of their pregnancy;
 - 6.5 Employees who lost a loved one can wear mourning clothes during the period of mourning;
 - 6.6 Other circumstances analogous to the foregoing.

7. **Other Matters.** Other matters, such as those involving hair style or growing of beard or moustache, shall be governed by the internal rules and regulations promulgated by the respective agencies/offices.
8. **Penalty In Case of Violation.** Any violation of the provisions of this Dress Code shall be considered as ground for disciplinary action, for Violation of Reasonable Office Rules and Regulations, under Section 22 (c), Rule XIV, Revised Omnibus Rules Implementing Book V of the Administrative Code of 1987 (Executive Order No. 292).
9. **Effectivity.** This Dress Code shall take effect fifteen (15) days after the date of its publication in a newspaper of general circulation.
10. **Repealing Clause.** CSC Memorandum Circular Nos. 14 and 25, s. 1991, and all other office memoranda, memorandum circulars, resolutions, rules or regulations inconsistent herewith, are hereby repealed or modified accordingly.


Quezon City, OCT 3 12000


CORAZON ALMA G. DE LEON
Chairman


JOSE F. ERSTAIN, JR.
Commissioner


J. WALDEMAR V. VALMORES
Commissioner

Attested by:


ARIEL G. RONQUILLO
Director III



OFFICE OF THE SANGGUNIANG PANLALAWIGAN

EXCERPTS FROM THE MINUTES OF THE 29TH REGULAR SESSION OF THE 12TH SANGGUNIANG PANLALAWIGAN, PROVINCE OF BUKIDNON, HELD ON TUESDAY, AUGUST 12, 2014 AT THE SANGGUNIANG PANLALAWIGAN SESSION HALL, MALAYBALAY CITY, BUKIDNON.

- | | | |
|-----------------|--------------------------------------|--|
| PRESENT: | Hon. ALEX P. CALINGASAN | Provincial Vice Governor/Chairman & Presiding Officer |
| | Hon. CLIVE D. QUIÑO, | Board Member/Floor Leader |
| | Hon. JAY S. ALBARECE, | Board Member |
| | Hon. ALFEO U. BAGUIO, | Board Member |
| | Hon. RENATO C. CENTILLAS, | Board Member |
| | Hon. MANUEL L. DINLAYAN, | Board Member |
| | Hon. ROELITO A. GAWILAN, | Board Member(Ex-Officio-rep. FABC) |
| | Hon. ALBERTO R. LAGAMON, | Board Member |
| | Hon. MELCHOR P. MARAMARA, | Board Member |
| | Hon. MARIVIC R. MONTESCLAROS, | Board Member |
| | Hon. MAGDALINO C. PANDIAN | Board Member(Ex-Officio-rep. IPs) |
| | Hon. RANULFO E. PEPITO, | Board Member |
| | Hon. GORDON M. TORRES, | Board Member |
| ABSENT: | Hon. OLIVER OWEN L. GARCIA, | Board Member(Ex-Officio-rep. PCL)-O.B. |

ORDINANCE NO. 2014-016R(12TH SP)
 (29th Regular Session)

AN ORDINANCE PRESCRIBING THE ETHNIC ATTIRE AS PART OF THE DRESS CODE FOR ALL LOCAL GOVERNMENT UNITS AND OTHER GOVERNMENT OFFICES WITHIN THE JURISDICTION OF THE PROVINCIAL GOVERNMENT OF BUKIDNON EXPANDING FOR THE PURPOSE THE COVERAGE AND APPLICATION OF PROVINCIAL ORDINANCE NUMBERED 2012-062R, PRESCRIBING PENALTIES FOR VIOLATIONS THEREOF AND FOR OTHER PURPOSES –

Introduced by: Hon. Marivic R. Montesclaros
 Board Member-3rd District
 This Province

&

Hon. Manuel L. Dinlayan
 Board Member-2nd District
 This Province

WHEREAS, the Sangguniang Panlalawigan of the Province of Bukidnon (11th SP) has passed a resolution adopting the observance of an ethnic attire as part of their dress code during regular sessions at least once a month in due recognition to the seven (7) tribes original settlers in the province of Bukidnon;

WHEREAS, said resolution was subsequently enacted into an Ordinance which has been successfully implemented to date;

WHEREAS, with the year-long Centennial Foundation Anniversary of the province of Bukidnon, it is imperative to institutionalize the observance of the above dress code to encompass all Local Government Units and other government offices within the territorial jurisdiction of the Provincial Government;

NOW, THEREFORE, on motion of Hon. Jay S. Albarece, and with the unanimous accord of the Members present, assembled in session, be it:

BE IT ORDAINED, by the Honorable Sangguniang Panlalawigan, Province of Bukidnon, this 12th day of August, in the Year of Our Lord, Two Thousand and Fourteen, that:

CHAPTER I GENERAL PROVISIONS

SECTION 1. TITLE – This ordinance shall be cited as the Centennial Dress Code Ordinance of 2014;

SECTION 2. NATURE, SCOPE AND PURPOSE – The observance of an Ethnic Attire Dress Code was passed by virtue of Provincial Ordinance numbered 2012-068 of the 11th Sangguniang Panlalawigan in honor and recognition of the seven (7) original tribes/settlers of Bukidnon. Following the mandate of the Act, this Ordinance integrates the Ethnic Attire Dress Code to all Local and National Government Offices within the territorial jurisdiction of the Provincial Government of Bukidnon. Said Attire Code specifies its observance of at least once a month depending on the choice of such LGU/office the particular tribe among the original settlers they may wish to symbolize, represent and stand for, depicting at all times propriety and decency.

SECTION 3. WORD AND PHRASE CONSTRUCTION – All words and phrases as used in this Ordinance shall be construed and understood according to the common and accepted usage of the language. Technical words, however, and such others as may have acquired a peculiar meaning and appropriate definition in law shall be construed and understood according to that peculiar and appropriate meaning.

SECTION 4. OTHER CODES – Local Administrative Codes, other than the Bukidnon Provincial Administrative Code and similar codes and issuances relating to the subject matter adopted by the Local Legislative Bodies and Chief Executives in the cities and municipalities within the province are hereby made reference to and completed with in all substantial respect and their coverage are deemed subsumed particularly the observance of the abovementioned Ethnic Attire.

SECTION 5. REFERENCE TO THE PROVINCIAL ADMINISTRATIVE CODE – Whenever reference is made hereof, the Bukidnon Provincial Administrative Code or any its provisions respecting the subject matter hereof is controlling legislative authority to the contrary notwithstanding. The reference applies to all amendments and additional provisions hereinafter introduced.

SECTION 6. SEPARABILITY CLAUSE – Should any part hereof be declared unconstitutional by the court, or by any competent authority, the remaining parts not affected thereby, shall remain in full force and effect.

SECTION 7. PENAL CLAUSE – Should there be willful violation of any of the provisions hereof, the same shall be preceded administratively in the following manner.

7.1 SHOW CAUSE ORDER – the LGU and/or Office and employee concerned shall be ordered to show lawful and valid cause/s why it should not be held administratively liable for non-compliance of this ordinance;



7.2 IMPOSITION OF FINES – agencies and/or employees found to have violated this ordinance shall be fined of not less than One Thousand Pesos (P1,000.00) but not more than Three Thousand Pesos (P3,000.00) or imprisonment not less than one month but not more than six (6) months or both fine and imprisonment at the discretion of the Court without prejudice to administrative sanctions imposable thereby.

SECTION 8. EFFECTIVITY – This ordinance shall take effect immediately upon its approval and after its posting in the bulletin board of the Sangguniang Panlalawigan.


ENACTED.

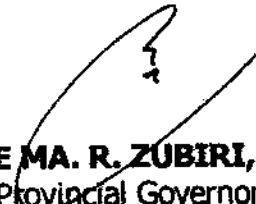
Approved.

I HEREBY CERTIFY to the correctness of the foregoing ordinance.


ATTY. APOLLO A. MAGUALE
Secretary to the Sanggunian 

APPROVED:


ALEX P. CALINGASAN
Provincial Vice Governor
Chairman & Presiding Officer


JOSE MA. R. ZUBIRI, JR.
Provincial Governor 