



December 29, 2021

MEMORANDUM

TO : ALL BAFS EMPLOYEES

FROM : OFFICE OF THE DIRECTOR

SUBJECT : WEARING OF APPROPRIATE OFFICE ATTIRE OR UNIFORM

Starting January 3, 2022, all BAFS personnel are required to strictly follow the prescribed dress code indicated below:

	MEN	WOMEN
MONDAY	Prescribed DA Uniform White Polo Dark colored Slacks Simple leather shoes	Prescribed DA Uniform White Blouse Dark Colored Slacks or knee-length skirt Flat closed shoes / wedge with one-inch heels
TUESDAY - THURSDAY	Prescribed DA Uniform DA/BAFS issued polo shirt Collared white or blue shirt Dark colored Slacks Simple leather shoes	Prescribed DA Uniform DA/BAFS issued polo shirt Collared white or blue shirt / blouse Dark Colored Slacks or knee-length skirt Flat closed shoes / wedge with one-inch heels
FRIDAY	Any colored shirt Simple pants / jeans Simple leather shoes / Sneakers	Any colored shirt / blouse Simple pants / jeans / knee-length skirt Flat closed shoes / sneakers / wedge with one-inch heels

Failure to comply shall be dealt with accordingly.

For guidance and strict compliance.


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