



Republic of the Philippines
Supreme Court
Office of the Court Administrator
Manila

OCA CIRCULAR NO. 32-2021

TO : ALL FIRST AND SECOND LEVEL COURTS

SUBJECT: APPROVED MEMORANDUM DATED 26 FEBRUARY 2021 OF THE COMMITTEE FOR OFFICE UNIFORMS FOR THE SUPREME COURT, THE PRESIDENTIAL ELECTORAL TRIBUNAL AND LOWER COURTS ON THE REQUEST OF THE SUPREME COURT EMPLOYEES ASSOCIATION (SCEA) FOR THE EXTENSION OF THE RELAXATION OF THE RULES ON THE WEARING OF THE PRESCRIBED OFFICE UNIFORM FROM 01 TO 31 MARCH 2021

For the information and guidance of all first and second level courts, appended herein as Annex "A" is the approved Memorandum dated 26 February 2021 of the Committee for Office Uniforms for the Supreme Court, the Presidential Electoral Tribunal and Lower Courts on the request of the SCEA for the extension of the relaxation of the Guidelines on the Wearing of Appropriate Office Attire, thereby allowing court employees to wear wash day clothes from 01 to 31 March 2021, pursuant to Paragraph IV(B)[B.3] of Administrative Circular No. 42-2013, in relation to Paragraph II of the Guidelines on the Wearing of Appropriate Office Attire.*

5 March 2021


JOSE MIDAS P. MARQUEZ
Court Administrator

~~MMA/ACJ/FJC~~/rgt/scea.relaxationofguidelinesonwearingofuniform

* II. Collarless t-shirts for men shall not be allowed even on Fridays. However, denim or "maong" pants, rubber shoes, sandals, and step-ins may still be worn on Fridays only.



Republic of the Philippines
Supreme Court
Manila

Committee for Office Uniforms for the Supreme Court, The Presidential
Electoral Tribunal and Lower Courts

MEMORANDUM

FOR : HON. DIOSDADO M. PERALTA
Chief Justice of the Philippines

THRU : ATTY. EDGAR O. ARICHETA
Clerk of Court *En Banc*

RE : REQUEST TO RELAX THE RULES ON THE WEARING OF
THE PRESCRIBED OFFICE ATTIRE FROM 01 TO 31
MARCH 2021

DATE : 26 February 2021

In a Letter dated 26 February 2021, the Supreme Court Employees Association (SCEA), through Mr. Erwin D. Ocson, SCEA President, requests for "the Court to extend the relaxation of the rules on the wearing of the prescribed office attire in view of the continuing general community quarantine (GCQ) status in Metro Manila and the increasing cases of the new variant of the Corona virus (Covid-19) in the country."

The SCEA states that "[i]n order to afford full protection for the employees amidst the unavailability of the vaccines, [they] deemed it more prudent to implement preventive measures from exposure of the employees to the coronavirus."

Thus, they request that the relaxation of the office uniform guidelines be still in effect even upon imposition of the modified general community quarantine (MGCQ) or until Metro Manila has entered the new normal phase and the employees have been vaccinated.¹

Previously, in a Letter dated 29 January 2021, the SCEA requested for the relaxation of the rules on the wearing of the prescribed office attire, "this time in view of the still existing general community quarantine (GCQ) status in Metro

¹ Annex A.

Manila and the recent entry of the new variant of the Corona virus (Covid-19) in the country.” Acting upon such request, this Committee submitted a Memorandum dated 29 January 2021 to Your Honor, recommending the approval of the request to relax the imposition of the Guidelines on the Wearing of Appropriate Office Attire (Guidelines),² from 01 to 28 February 2021, to allow court personnel ease of movement in their daily commute to and from our courts. This was approved by Your Honor on 02 February 2021.

Considering the foregoing, this Committee finds merit in the request of the SCEA to extend the relaxation of the imposition of the Guidelines, **but only from 01 to 31 March 2021**, thereby allowing court employees to wear wash day attire in lieu of the prescribed office attire.

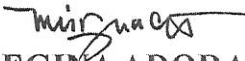
We wish to inform Your Honor that while the proponent of the request is the SCEA, the Supreme Court Association of Lawyer Employees (SCALE) and the Philippine Association of Court Employees (PACE) have signified their conformity thereto through their respective representatives to this Committee.

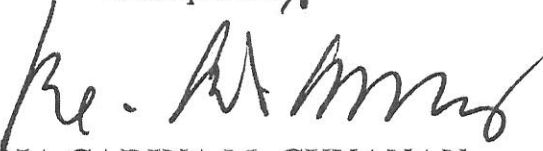
IN VIEW OF THE FOREGOING, the Committee on Office Uniforms for the Supreme Court, the Presidential Electoral Tribunal and Lower Courts, respectfully recommends that:

(1) the request of the Supreme Court Employees Association (SCEA), through Mr. Erwin D. Ocon, President, to extend the relaxation of the Guidelines on the Wearing of Appropriate Office Attire dated 06 December 2018, be **GRANTED**;

(2) the Guidelines on the Wearing of Appropriate Office Attire be **RELAXED** thereby allowing employees of the Court, the Presidential Electoral Tribunal and the Lower Courts to wear wash day clothes, from **01 to 31 MARCH 2021**, pursuant to Paragraph IV(B)[B.3] of Administrative Circular No. 42-2013, in relation to Paragraph II of the Guidelines on the Wearing of Appropriate Office Attire.

For Your Honor's consideration and approval, please.


**MARIA REGINA ADORACION
FILOMENA M. IGNACIO**
Chairperson


MARIA CARINA M. CUNANAN
Vice-Chairperson

² Dated 06 December 2018.

Corazon G. Ferrer-Flores
CORAZON G. FERRER-FLORES
Member

Caridad A. Pabello
CARIDAD A. PABELLO
Member

Marjorie B. Barribal-Javier
MARJORIE B. BARRIBAL-JAVIER
Member

Marietta R. Esdrelon
MARIETTA R. ESDRELON
Member

** Work from home until agreed to the recommendation per phone conversation on 26 February, 2021.*
DONNA LYNN U. ARICHETA
Member^A

Elizabeth S. Tanchoco
ELIZABETH S. TANCHOCO
Member, SCALE Representative

Susan M. Doronio
SUSAN M. DORONIO
Member, SCEA Representative

Ma. Cristina I. Japzon
MA. CRISTINA I. JAPZON
Member, PACE Representative

FOR YOUR HONOR'S CONSIDERATION

Edgar O. Aricheta
EDGAR O. ARICHETA
Clerk of Court
Supreme Court

APPROVED:
Diosdado M. Peralta
DIOSDADO M. PERALTA
Chief Justice
Date MAR 03 2021