



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools
Division Superintendent


JUN 03 2026

MEMORANDUM

PRESCRIBED UNIFORM DUE TO HEAT INDEX

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
Administrative Officer V
All Others Concerned

1. Attached is Memorandum No. 2026-018 issued by the City Human Resources Management Office, signed by Atty. Genesi M. Santiago, Department Head, dated May 26, 2026, regarding the Prescribed Uniform Due to the Heat Index.
2. In compliance with the said memorandum, all City-paid employees are directed to observe the following prescribed uniforms effective June 1, 2026, until further notice:
 - Monday- Monday Uniform
 - Tuesday to Friday- Type B Uniform (Blue and White), subject to the schedule and guidelines prescribed by the respective Department Heads.
3. Immediate dissemination of and strict compliance with this memorandum are hereby enjoined.


VIOLETA M. GONZALES CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosure: As stated

Reference: None

To be indicated in the **Perpetual Index**

Under the following subjects:

MB/NAV/DM – PRESCRIBED UNIFORM DUE TO HEAT INDEX

231/ June 1, 2026

UN-2026-231



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
deped-muntinlupa.com

ADMIN
231



Republic of the Philippines
City Government of Muntinlupa
CITY HUMAN RESOURCES MANAGEMENT DEPARTMENT



MEMORANDUM No. 2026-018

TO : ALL CITY GOVERNMENT DEPARTMENTS/OFFICES
FROM : CITY HUMAN RESOURCES MANAGEMENT DEPARTMENT
SUBJECT : PRESCRIBED UNIFORM DUE TO HEAT INDEX
DATE : 26 MAY 2026

In view of the prevailing high heat index and to ensure the comfort and welfare of all officials and employees, the following prescribed uniform guidelines shall be observed effective **MONDAY, JUNE 1, 2026**, until further notice:

- Monday – Monday Uniform
- Tuesday to Friday – Type B Uniform (Blue and White), subject to the prescribed schedule of the respective Department Head

All concerned are hereby directed to strictly comply with this memorandum while continuing to observe the proper dress code for government officials and employees pursuant to Civil Service Commission Memorandum Circular Nos. 14 and 25, s. 1991.

For strict compliance.

ATTY. GENESI M. SANTIAGO
CHRMD - Department Head
pmf

Noted by:

ENGR. ALLAN A. CACHUELA
City Administrator

CENTRAL RECORDS OFFICE
RECEIVED
BY: *ROAN MORALES*
DATE: *6/1/2026* TIME: *11:17*



SDO Muntinlupa <sdo.muntinlupa@gmail.com>

PRESCRIBED UNIFORM DUE TO HEAT INDEX

1 message

CENTRAL RECORDS OFFICE <recordsmgtooffice@gmail.com>
Bcc: sdo.muntinlupa@gmail.com

Mon, Jun 1, 2026 at 12:49 PM

TO: ALL CITY GOVERNMENT DEPARTMENTS/OFFICES

Dear Ma'am/Sir:

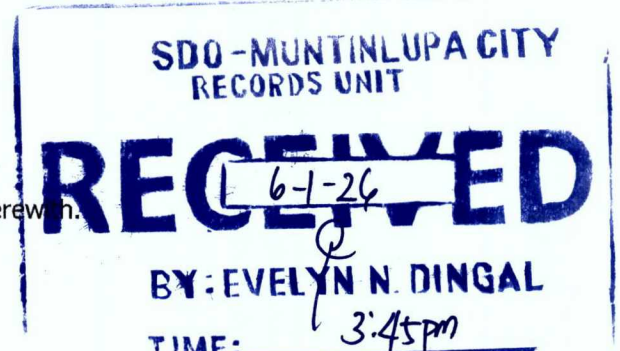
Greetings!

In line with the above subject matter, please see the file attached herewith.

Thank you.

KINDLY ACKNOWLEDGE RECEIPT OF THIS EMAIL.

--



ERICA SILPEDES

RECORDS OFFICER

CENTRAL RECORDS OFFICE

(02) 8800-6487

recordsmgtooffice@gmail.com | records@muntinlupacity.gov.ph

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