



Republic of the Philippines  
Department of Finance  
**BUREAU OF CUSTOMS**  
1099 Manila

**MEMORANDUM**

**TO :** ALL BOC OFFICIALS AND EMPLOYEES  
ALL PERSONS UNDER CONTRACT OF SERVICE

**FROM :** *gfrosales*  
**GLADYS F. ROSALES, MPA, CESE**  
Deputy Commissioner  
Internal Administration Group

**SUBJECT :** **MONDAY DRESS CODE**

**DATE :** November 28, 2017

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- 1.0 In an unnumbered memorandum dated 04 October 2017, the Bureau has reiterated the use of proper uniform/attire for all officials and employees of the BOC, and for all persons under contract of service (COS).
- 2.0 However, it has been observed that, although BOC officials, employees, and COS have been compliant to the above-mentioned memorandum, some employees and/or COS are wearing denim pants (maong) on Mondays.
- 3.0 In this regard, everyone is reminded that denim pants (maong) are not to be worn as an office attire on Mondays. Moreover, the use of the Monday Gala uniform for employees and officials, and white-collared top for COS should be strictly observed.
- 4.0 For strict and immediate compliance.