MEMORANDUM

TO : All POEA Employees

SUBJECT : New Sets of POEA Uniforms

The recently concluded survey on uniform preference of both male and female POEA employees, revealed that 100% preferred the usual wearing of office uniforms, tailored and made of comfortable materials.

Per approved General Appropriations Act of 1991, this year's clothing allowance per employee is one thousand pesos (P1,000.00) only. Inasmuch as said amount is limited to only two sets of uniform, an additional five hundred pesos (P500.00) shall be added by each employee, excluding male employees, which may be paid in three (3) equal monthly installment thru salary deductions. Total amount collected entitles each employee with four (4) sets of uniform of quality fabrics.

For your information.

MANUEL G. IMSON
Deputy Administrator for Management Services

12 July 1991
MEMORANDUM

TO: Concerned POEA Male Employees

RE: Male Uniform

DATE: 29 July 1991

Uniform of POEA male employees occupying branch manager, division chief, and lawyer positions shall have four (4) barong (santana) and two (2) long pants as their new uniform.

Since the clothing allowance of one thousand pesos (P1000.00) is limited, said male employees shall add five hundred pesos (P500.00) more to augment the deficit which can be paid in three equal monthly installments through salary deductions or P41.66 pesos per week starting 7 September 1991.

Moreover, female employees who occupy above positions and prefer to have one (1) blazer, are advised to inform HRDD on or before 15 August 1991. An additional five hundred pesos (P500.00) will also be added for this purpose mode of payment of which is the same as that of male employees. This means that a total of two thousand pesos (P2000.00) is the cost of female uniform with blazer.

For information and guidance.

[Signature]

Deputy Administrator for Management Services