



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM

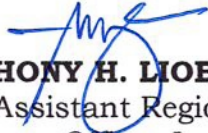
No. 843, s. 2026

AUG 06 2026

**CIVIL SERVICE COMMISSION'S SURVEY ON AGENCY UNIFORM
COMPLIANCE TO PHILIPPINE TROPICAL FABRIC LAW**

TO: Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. Attached is Memorandum DM-OUHRODI-2026-2716 dated July 31, 2026, re: "Civil Service Commission's Survey on Agency Uniform Compliance to Philippine Tropical Fabric Law," which is self-explanatory.
2. Immediate dissemination of and compliance with this Memorandum are desired.


ANTHONY H. LIOBET JD, CESO V
Assistant Regional Director
Officer-In-Charge
Office of the Regional Director

Encl.: As stated
Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

BUREAUS AND OFFICES
SURVEY
UNIFORM
LAWS

ASD/PS/JEM/REGIONAL MEMO -Dissemination-DMOUHRODI-2026-2716-CSC's survey on agency uniform compliance to Phil Tropical Law



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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE

MEMORANDUM

DM-OUHRODI-2026-2716

TO : **Regional Directors**
School Division Superintendents
Assistant School Division Superintendents
Human Resource Management Officers
All Others Concerned

FROM : **WILFREDO E. CABRAL**
Undersecretary for Human Resource and Organizational Development, and Infrastructure

SUBJECT : **CIVIL SERVICE COMMISSION'S SURVEY ON AGENCY UNIFORM COMPLIANCE TO PHILIPPINE TROPICAL FABRIC LAW**

DATE : 31 July 2026

This is in direct reference to the online Philippine Tropical Fabrics (PTF) Compliance Survey issued by the Civil Service Commission (CSC) from **July 28 to August 7, 2026**.

To ensure accurate, unified, and aligned reporting across all governance levels of the Department of Education (DepEd), all Human Resource Management Officers (HRMOs) and designated focal persons across all DepEd Regional Offices (ROs), and Schools Division Offices (SDOs) are hereby instructed to **accomplish the survey strictly using only the responses prescribed in the Official Standardized Answers Guide (Annex A) attached** to this Memorandum.

This approach aligns with DepEd Memorandum (DM) No. 028, s. 2025 (Guidelines on the New Department of Education National Uniform for Classroom and Office-based Personnel), which provides that while the Department prescribes a standardized national uniform design patterned after PTF-compliant prototypes certified by the Philippine Textile Research Institute (PTRI), it does not conduct centralized agency procurement of fabrics. Specifically, the said DM states that:

- (Item 4) *Specific fabric will be prescribed, provided that the design and color of the fabrics used are compliant with these guidelines and consistent with Republic Act No. 9242 (Philippine Tropical Fabric Law)."*
- Item 5 "...personnel are free to purchase and obtain the prescribed uniform materials from any available source that complies with the standards set."



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Doc. Ref. Code	CO-OUHROD-F006	Rev	00
Effectivity	03.23.23	Page	1 of 2



Accordingly, DepEd's policy framework establishes centralized standards for design, while decentralizing the procurement of uniform materials through the utilization of employees' annual Uniform and Clothing Allowance.

All field HRMOs are directed to access the PTF Monitoring Tool (ptf.csc.gov.ph/login) using their registered Integrated Government Human Resource System (IGHRS) credentials and input the responses specified in Annex A.

For questions and clarifications, please contact the Bureau of Human Resource and Organizational Development – Employee Welfare Division (BHROD-EWD) through email at bhrod.ewd@deped.gov.ph.

For your strict compliance and wide dissemination.

[BHROD-EWD/CBailbuena]



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GUIDANCE ON THE ACCOMPLISHMENT OF THE CIVIL SERVICE COMMISSION (CSC) PHILIPPINE TROPICAL FABRICS (PTF) COMPLIANCE SURVEY FOR DEPED FIELD OFFICES

Department of Education – Bureau of Human Resource and Organizational Development
July 2026

DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

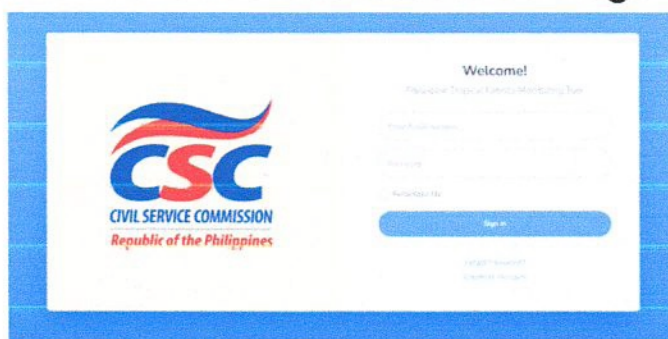
**FOLLOW THE STEPS BELOW TO COMPLETE THE
SURVEY ON THE IMPLEMENTATION OF RA 9242
OR THE PHILIPPINE TROPICAL FABRICS (PTF) LAW:**



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

Access the Tool

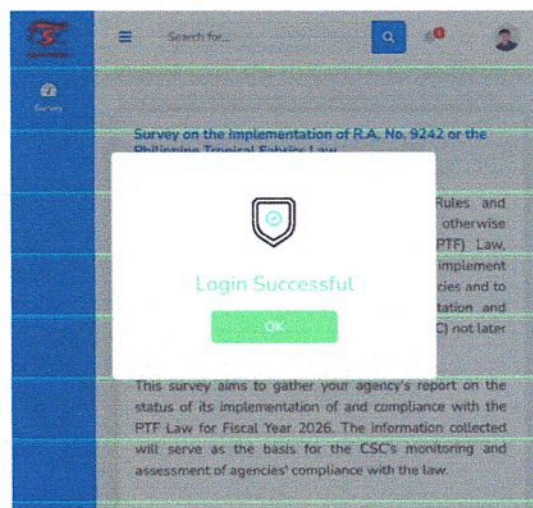
1. Visit <https://ptf.csc.gov.ph/login>
2. You will be directed to the Welcome Page



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

Log in using your IGHRIS-registered email address and the default password:
Ptfmonitoring26

A confirmation prompt will appear indicating that you have successfully logged in to the PTF Monitoring Tool. Click **"OK"** to proceed



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

You will be directed to the
Introduction Page of the
Survey.

Click **"Next"** to proceed.

Survey on the Implementation of R.A. No. 9242 or the
Philippine Tropical Fabrics Law

Rule VII of the Amended Implementing Rules and Regulations (IRR) of Republic Act No. 9242, otherwise known as the Philippine Tropical Fabrics (PTF) Law, requires the heads of government agencies to implement the law and its IRR within their respective agencies and to submit an annual report on their implementation and compliance to the Civil Service Commission (CSC) not later than the first week of August of every year.

This survey aims to gather your agency's report on the status of its implementation of and compliance with the PTF Law for Fiscal Year 2026. The information collected will serve as the basis for the CSC's monitoring and assessment of agencies' compliance with the law.

Next →



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

Read the Data Privacy
Statement. If you agree to its
terms, click **"Yes, I agree."**

Survey on the Implementation of R.A. No. 9242 or the Philippine
Tropical Fabrics Law

Data Privacy Statement

The Civil Service Commission (CSC) recognizes its responsibilities under Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012, in the collection, recording, organization, updating, use, and consolidation of personal data.

Any personal information collected through this survey shall be securely stored in the CSC's database and accessed only by authorized CSC personnel for purposes consistent with the implementation of the Philippine Tropical Fabrics (PTF) Law and other lawful functions of the Commission.

By clicking "Yes, I Agree", I confirm that I have read and understood this Data Privacy Statement and voluntarily consent to the CSC's collection, recording, organization, updating, modification, consultation, use, and consolidation of my personal data for the purposes stated above.

View Full Privacy Notice

Yes, I Agree



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

The first question asks whether DepEd implements the Philippine Tropical Fabrics (PTF) Law.

Click **"Yes"**.
Then click **"Next"** to proceed

Does your agency implement the **Philippine Tropical Fabrics Law**?



Yes

Our agency implements the Philippine Tropical Fabrics Law.



No

Our agency does not currently implement the Law.

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Next →



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Question No. 1, please input the certificate number issued by the DOST-PTRI:

PTRI-PTF-24-001

PART I – IMPLEMENTATION OF THE PTF LAW

1. Please enter the Certificate Number from the Certificate of Fabric Compliance issued by the DOST-Philippine Textile Research Institute (DOST-PTRI).

 Example format: PTRI-PTF-12-345



e.g. PTRI-PTF-12-345



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Question No. 2, upload a front-view photo of any current DepEd uniform in JPG or PNG format with a maximum file size of 5MB.

2. Please upload a clear, front-view photograph of your agency's Philippine Tropical Fabric (PTF) uniform.

① Your uploaded photo will be used solely for verification of compliance with the Philippine Tropical Fabrics Law.

Photo Requirements

- ✓ The uniform should be worn by an employee or neatly displayed.
 - ✓ Use a plain background whenever possible.
 - ✓ Accepted formats: **JPG** **PNG**
- Make sure the photo clearly shows:
- Top (Polo or Blouse)
 - Bottom (Slacks or Skirt)
 - Agency logo, patch, or identifying mark

Maximum file size: 5 MB

Choose a JPG or PNG file...

Browse



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

Sample Front-view photo of the DepEd PTF uniform to be uploaded:



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Question No. 3, please select **"Top only"**.

3. Please specify whether the PTF uniforms being produced, distributed, or used by your agency comprise a complete set, only the top, or only the bottom.

 Select all that apply.



Complete Set

Top and bottom are both made from PTF.



Top Only

Polo or blouse only.



Bottom Only

Slacks or skirt only.



Blazer / Jacket

Blazer or jacket only.



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Question No. 4, please input specific data to your governance level (RO/ SDO)

1. **Total employees:** Actual headcount of your RO/SDO.
2. **Employees provided with PTF uniforms:** Total personnel in your RO/SDO granted the Uniform Allowance.

4. Please indicate the total number of employees in your agency and how many of them are provided with PTF uniforms.

Total number of government employees:

Enter number of employees

Total number of employees provided with PTF uniforms:

Enter number of employees



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Question No. 5, select the **applicable category of employees of your Office**, based on authorized Plantilla complement.

5. Which categories of employees in your agency are provided with PTF uniforms?

Select all employee categories that apply.

Regular
(permanent)
employees

Elective officials

Temporary and
Substitute
employees

Coterminous
employees

Contractual/Casual
employees

Job Order and
Contract of Service
workers

Consultants



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Question No. 6, please select **Monday to Thursday**.

6. On which days of the week are PTF uniforms worn in your agency?

Select all days that apply.

Monday

Tuesday

Wednesday

Thursday

Friday



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Question No. 7, please select **"Other Supplier"**.

Then type in the space provided:

"Asia Textile Mills Inc. / Ananas Anam Philippines Inc."

7. Where did your agency procure PTF for employee uniforms?

Select all suppliers that apply. If your supplier is not listed, choose **Other Supplier** and specify the name.

... Other Supplier

Asia Textile Mills Inc. ? Ananas Anam Philippines Inc.



GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Question No. 8, select **"Uniform Allowance"**.

8. What is the mode of procurement for PTF uniforms in your agency?

Please select one procurement method.



Centralized Procurement

Uniforms are procured centrally by the agency.



Fabric Provided

The agency provides the fabric while employees arrange tailoring services.



Uniform Allowance

Employees receive a cash allowance and purchase their own PTF uniforms.



Other

Specify another procurement method.



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Question No. 9, since DepEd does not conduct centralized agency procurement, and instead provides the Uniform and Clothing Allowance (UCA) directly to employees for individual purchase, select **"Neutral"** to indicate that institutional procurement was not undertaken by your office.

9. How would you rate your agency's experience in procuring PTF for employee uniforms?

Consider the availability of suppliers, procurement efficiency, budget allocation, and administrative support. Select one rating.

5

Very Easy

Procurement is consistently efficient with minimal challenges.

4

Easy

Procurement is generally efficient with only minor issues.

3

Neutral

The procurement experience is neither easy nor difficult.

2

Difficult

Procurement is challenging and often requires additional effort.

1

Very Difficult

Procurement faces significant and recurring challenges.



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Part II, Question No. 1, select **"Very Familiar"**.

1. How familiar is your agency with the coverage of the Philippine Tropical Fabrics (PTF) Law?

Select the option that best describes your agency's level of familiarity.



Very Familiar

The agency is fully aware of the PTF Law and its coverage.



Somewhat Familiar

The agency has partial knowledge of the law and its coverage.



Slightly Familiar

The agency has heard of the law but lacks detailed knowledge of its coverage.



Not Familiar

The agency is not aware of the PTF Law and its coverage.



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Part II. Question No. 2, please select the first 4 statements (Option 1 to Option 4), *except* None of the above.

2. Which of the following responsibilities of agency heads under R.A. No. 9242 (PTF Law) is your agency aware of?

Select all statements that your agency is aware of.

☒ Agency heads are responsible for implementing R.A. No. 9242 and its Implementing Rules in their respective agencies.

☒ Agency heads must submit an annual implementation and compliance report to the CSC.

☒ The annual report is due not later than the first week of August each year.

☒ Agencies may comply by accomplishing the CSC Web-Based PTF Monitoring Tool not later than the first week of August.

☐ None of the above / Not aware



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Part II. Question No. 3, please select **"Requiring suppliers to present a certificate of Fabric Compliance issued by the DOST-PTRI."**

3. Is your agency aware of any of the following measures related to the procurement of PTF uniforms?

Select all measures that your agency is aware of.

☒ Procuring uniforms from local sources.

☒ Requiring suppliers to present a Certificate of Fabric Compliance issued by the DOST-PTRI.

☒ Including PTF requirements in procurement documents.

☒ Seeking DOST-PTRI technical assistance in PTF procurement.

☐ None of the above



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Part II. Question No. 4, please select **"Scale 5-Fully Aware"**

4. How would you rate your agency's overall awareness of the Philippine Tropical Fabrics (PTF) Law?

On a scale of 1 to 5, where 5 = Fully Aware and 1 = Not Aware at All, select the option that best represents your agency's overall awareness.

5

Fully Aware

Comprehensive understanding of the PTF Law and its requirements.

4

Mostly Aware

Good understanding with only minor knowledge gaps.

3

Moderately Aware

General awareness but limited familiarity with some provisions.

2

Slightly Aware

Basic awareness with limited understanding of the law.

1

Not Aware

No or almost no awareness of the PTF Law.



DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Question No. 5, please input the following statement:

"DepEd does not conduct centralized procurement of uniform fabrics. Instead, annual Uniform and Clothing allowance funds are provided directly to individual employees for personal purchases."

5. If your agency encountered any challenges in understanding or implementing the PTF Law, please describe them below.

Challenges may relate to procurement, certification, compliance monitoring, employee awareness, or other implementation concerns.

DepEd does not conduct centralized procurement of uniform fabrics. Instead, annual Uniform and Clothing allowance funds are provided directly to individual employees for personal purchases.

Please provide as much detail as necessary.

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DEPED GUIDANCE ON THE ACCOMPLISHMENT OF THE CSC PTF COMPLIANCE SURVEY

For Part III, please input any relevant suggestions and recommendations from your office regarding PTF implementations.

Then click **"SUBMIT"**

PART III - SUGGESTION FOR IMPROVEMENT

Please share any suggestions/recommendations to improve the implementation of the PTF Law. (e.g., compliance, procurement, awareness, or use of PTFs in your agency.)

Please type your suggestions/recommendations here to Submit.

0/5000

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✓ Submit



THANK YOU!

For questions and clarifications, please contact the Bureau of Human Resource and Organizational Development – Employee Welfare Division (BHROD-EWD) through email at bhrod.ewd@deped.gov.ph.

