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In any correspondence on **ADM 235/01**
this subject please quote no.

ESTABLISHMENT NOTICE NO. 1 OF 2017

DRESSING CODE FOR THE NON-UNIFORMED OFFICERS IN THE PUBLIC SERVICE

Section F-j of the Uganda Public Service Standing Orders, 2010 provides for dress code in the Public Service. Specifically, Paragraph 4 stipulates that a Public Officer is required to dress decently and in the generally acceptable standards in the Ugandan Community.

It has however been observed that Public Officers have continued to dress in a manner that does not portray a good image of the service and does not fall within the generally acceptable standards of the Community.

Definition of Decent dressing

“Dressing in a manner that is socially acceptable and generally considered to be smart, good, reasonable and portrays a good image of the Public Service.

In view of the above, Section F-j paragraph 4 is hereby clarified as follows;

a) Female Public Officers:

- 1) To dress in a skirt or dress that is not above the knees, with a smart long or short sleeved blouse. Officers should avoid wearing sleeveless, transparent blouses and dresses at the work place
- 2) To ensure that the clothing covers up cleavage, navel, knees and back.
- 3) Not be allowed to appear for duty in open flat shoes, “except on Doctors recommendation/medical ground”.
- 4) Not allowed to have bright colored hair in form of natural hair, braids and hair extensions.
- 5) To keep hair neat and presentable
- 6) May wear trousers during Office hours in form of smart lady suits with jackets long enough to cover the bosom
- 7) To wear modest accessories for example, diamond studs and pins. Chandelier earrings should not be worn.
- 8) To desist from wearing tight fitting dresses and skirts

- 9) Maintain well-groomed, neutral polished nails. Long nails with more than three (3)cms, with bright nail polish or with multi-coloured nail polish are not allowed in public offices
- 10) Shall keep the facial make up simple and not exaggerated

b) Male Public Officers:

- 1) Male officers are required to dress in neat trousers, long-sleeved shirts, jacket and a tie
- 2) Officers shall not be allowed to put on open shoes during working hours, "except on heath ground/recommendation".
- 3) Officers should dress in dark colours like dark green or brown, navy blue, grey and black suits.
- 4) Hair should be well- groomed and generally kept short.
- 5) Tight fitting trousers will not be permitted
- 6) Only black and brown shoes should be worn to the office premises

Other provisions of the Uganda Public Service Standing Orders, 2010 on dress still remain in force.

Responsible Officers should bring the content of this Establishment Notice to the attention of all Public Officers for information and compliance.

This Establishment Notice can be accessed on the Ministry Website:
www.publicservice.go.ug



Catherine Bitarakwate Musingwiire (Mrs.)
PERMANENT SECRETARY

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