



ATENEO DE MANILA UNIVERSITY
OFFICE OF THE PRESIDENT

Memo # U2223-021
1 Sep 2022

Memo to : The University Community
Subject : Officers-in-Charge, 3rd to 14th September 2022

I will be on personal leave and out-of-the-country from 3rd to 14th September 2022.

During my absence, the following are the University Officers-in-Charge:

Fr Joaquin Jose Mari C Sumpaico III SJ
Vice President for Basic Education
(3rd – 7th September);

Ms Eloisa D Balmoris
Vice President for Finance & Treasurer
(8th – 14th September).

All ordinary business should be brought to the attention of Mr Glenn F de Leon (gdeleon@ateneo.edu), Assistant to the President.

The Office of the President has my travel coordinates and will know how to contact me for extraordinary matters that need my attention.

Prayers requested for safe travels.

(Sgd) Roberto C Yap SJ
President