



ATENEO DE MANILA UNIVERSITY

Memo # U2425-028

15 Aug 2024

TO The University Community

SUBJECT University Officers-in-Charge, August 2024

From 19th to 22nd August 2024, I will be in Bogor, Indonesia to attend the 13th Asian Universities Forum, hosted by IPB University (Bogor Agricultural University) and Seoul National University.

From 25th to 29th August 2024, I will be in Beijing, China to preside at the annual meeting of the Association of Jesuit Colleges and Universities – Asia Pacific at The Beijing Center for Chinese Studies.

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

19-22 August 2024	Dr Benjamin T Tolosa, Jr	<i>Vice President for Mission Integration</i>
25-29 August 2024	Dr Ma Victoria T Cortez	<i>Vice President for University Human Resources</i>

All routine business should be brought to the attention of:

19-22 August 2024	Mr Glenn F de Leon (gdeleon@ateneo.edu), Assistant to the President
25-29 August 2024	Ms Ma Fe D Soliman (fdayap@ateneo.edu), Secretary 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 and fruitful meetings.

(Sgd) Roberto C Yap SJ
President