



ATENEO DE MANILA UNIVERSITY

OFFICE OF THE PRESIDENT

Memo # U2425-062

25 Nov 2024

TO The University Community

SUBJECT Officers-in-Charge, Office of the Vice President for University Human Resources

I would like to inform the community that Dr Maria Victoria T Cortez, Vice President for University Human Resources, will be on personal leave from 29 November to 14 December 2024.

The following will be the Officers-in-Charge during this period:

Ms Jenny C See 29 November to 2 December 2024
Director, University People, Team and
Organization Development Office (UPT&OD)

Atty Alma Renee R Pavia 3-14 December 2024
Director, University Decorum and Investigation
Office (UDI)

All routine business should be brought to the attention of Ms Khathrina C Lobramonte (kcerbulles@ateneo.edu), Assistant to the Vice President for University Human Resources.

For your guidance.

(Sgd) Roberto C Yap SJ
President