



ATENEO DE MANILA UNIVERSITY

OFFICE OF THE PRESIDENT

Memo # U2526-009

25 Jun 2025

TO The University Community

SUBJECT Officers-in-Charge, Office of the Vice President for Mission Integration

I would like to inform the community that Dr Benjamin Gerardo T Tolosa Jr, Vice President for Mission Integration, will be away from 1 to 24 July 2025 for benchmarking meetings with counterpart mission officers in Jesuit universities in the United States. He will also take a break to visit friends and family in Minnesota and New Jersey.

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

Dr Leland Joseph R Dela Cruz (AVP SEEDS)	July 1-3; July 23-24
Dr Norman Dennis E Marquez (AVP HCW)	July 4-8
Dr Marie Joy R Salita (AVP IleaF)	July 9-13
Ms Marie Nathalie T Ouano (Programs Administrator)	July 14-15; July 21-22
Ms Rizalina T Simpas (AVP ISF)	July 16-20

All routine business should be brought to the attention of Mr Joseph Adrian D Capuno (jcapuno@ateneo.edu; ext. 4054), Assistant to the Vice President for Mission Integration.

For your guidance.

(Sgd) Roberto C Yap SJ
President