



## ATENEUM DE MANILA UNIVERSITY

Memo # U2324-104

20 March 2024

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**TO** The University Community

**SUBJECT** University Officer-in-Charge, 23<sup>rd</sup> March to 2<sup>nd</sup> April 2024

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I will be in Rome from 23<sup>rd</sup> March to 2<sup>nd</sup> April 2024 to attend the board meeting of the International Association of Jesuit Universities (25<sup>th</sup> to 26<sup>th</sup> March, Monday and Tuesday of Holy Week) and to observe the Easter Triduum there.

During my absence, **Fr Joaquin Jose Mari C Sumpaico III SJ**, *Vice President for Basic Education* will be University Officer-in-Charge.

All routine business should be brought to the attention of the following:

From 23<sup>rd</sup> to 31<sup>st</sup> March 2024 Ms Fe D Soliman ([fdayap@ateneo.edu](mailto:fdayap@ateneo.edu))

Administrative Assistant

From 1<sup>st</sup> to 2<sup>nd</sup> April 2024 Mr Glenn F de Leon ([gdeleon@ateneo.edu](mailto: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 and fruitful meetings.

(Sgd) Roberto C Yap SJ  
President