



## ATENEIO DE MANILA UNIVERSITY

Memo # U2324-105

20 Mar 2024

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**TO** The University Community

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

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I would like to inform the community that Dr Maria Victoria T Cortez, Vice President for Human Resources will be away from 22 to 31 March 2024 to participate in the *De Statu Societatis* Retreat at the Loyola Retreat House in Angono, Rizal.

The following Administrators from the Office of Human Resource Management and Organization Development (OHRMOD) will be the Officers-in-Charge during this period.

22 – 27 March 2024      **Ms. Jenny C See**, Head, Talent and Organization Development Division

28 – 31 March 2024      **Ms. Katherine E Soriano**, Head, HR Operations Division

All routine business should be brought to the attention of Mr John Glenn Advincula (jadvincula@ateneo.edu), Assistant to the Vice President for Human Resources.

For your guidance.

(Sgd) Roberto C Yap SJ  
President