



ATENEIO DE MANILA UNIVERSITY
OFFICE OF THE PRESIDENT

Memo # U2526-059

23 Jan 2026

TO The University Community

SUBJECT Officer-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 on 24, 26 and 27 January 2026.

Atty Alma Renee R Pavia, Director of the University Decorum and Investigation Office (UDI), will be the Officer-in-Charge during this period.

For any routine matters or concerns, you may reach out to the following Employee Engagement Officers:

1. Mrs Jeraline D Asuncion (jdalisay@ateneo.edu)
2. Ms Maria Elizabeth B Galapon (mgalapon@ateneo.edu)

For your guidance.

(Sgd) Roberto C Yap SJ
President