



ATENE-DE-MANILA UNIVERSITY

CAMPUS DIRECTORY
2012



**ATENEO DE MANILA UNIVERSITY
CAMPUS DIRECTORY
2012**

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HOW TO USE THIS DIRECTORY

1. The directory covers all four campuses of Ateneo de Manila University.
2. The following are the main sections of the directory:
 - a. Central Administration
 - b. Loyola Schools
 - c. High School
 - d. Grade School
 - e. Auxiliary Units
 - f. Affiliated Units
 - g. Ateneo Professional Schools
 - h. Ateneo School of Medicine
 - i. Related Jesuit Offices / Institutions (Metro Manila)
 - j. Emergency Numbers
3. To connect to the offices using outside line, dial 426-6001 then dial the local number after the prompt.
4. To connect to the offices using local units, simply dial the local number.
5. Blank sheets are provided for notes on new/updates on office numbers.
6. For concerns on voice communication and/or this directory, please call us at locals 4102 or 4188 or email us at comcen@admu.edu.ph

ATENEO COMMUNICATION CENTER

JANUARY 2012

CENTRAL ADMINISTRATION

Office of the President

President	4000
Assistant to the President	4001
Secretary	4002
Staff	4003
or call	4004
or call	4005
or call	4006
or call	4007
or call	4008
Board Room	4009
Direct Line	426-6078
Fax	426-6079
Fr. Nebres' Office	4027

Mission and Identity	4010
Staff	4011
or call	4012
or call	4013
Coordinators Room1	4016
Coordinators Room2	4017
Direct line	426-5960

Asst. to the Pres. for Organization Development and Planning	4019
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Vice President for University and Global Relations

Asst. to the VP for University and Global Relations	4021
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Vice President for Basic Education

.....	4053
Direct Line	376-1828

Vice President for Social Development (VP SD)

Secretary	4054
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Ateneo Center for Educational Development

.....	4026
Staff	4028
or call	4029

Direct Line	929-8353
Telefax	426-5693
Gawad Kalinga	4024
Direct Line	929-352

Pathways to Higher Education

Director	4047
Admin Assistant	4048
Program Development & Evaluation.....	4044
Education Dev't Unit	4045
Institutional Relations Unit	4046
Community Development Unit	4049
Direct Line	920-0153

Vice President for Administration

Asst. to the VP for Administration for Campus Development.....	4034
Secretary	4032
or call	4031
or call	4033
Direct Line	426-6083

Facilities Management Office

Director	4100
Secretary.....	4101
Switchboard	4102
Admin	4104
Head, Campus Safety and Security	4105
Stock Room	4106
Staff	4107
Head, Utilities Section	4108
Section Heads	4109
SP Castro	4168
Direct Line	426-5940
Fax	426-6088

Campus Security Detachment

.....	4111
or call	4115
Direct Line	426-5930
Guard - Gate 2	4112
Guard - Gate 3	4113
Emergency Line	4911

Information Technology Resource Management Office.....

4055

IT Infrastructure Group

Manager	4187
Helpdesk	4185
or call	4186
Technician (Loyola)	4184
Direct Line	426-6126

Office of University Development and Alumni Relations

Reception	4080
Staff	4081
or call	4082
or call	4083
or call	4084
Donor & Fund Documentation	4085
Staff	4086
Events & Donor Relations	4087
Office Manager	4088
Staff	4089
Assistant Vice President	4090
Director for Alumni Relations	4091
Staff	4092
Direct Line	426-6081
or call	426-6082
Fax	426-6080

University Communication and Public Relations Office

Director	4093
Office Staff	4094
Editorial Head	4095
Communications Officer	4096
or call	4097
Graphic Designer	4098
Direct Line	376-9422

University Archives

or call	4170
or call	4171

University Athletics Office

Director	4190
Secretary	4191
Assistant to the Director for Operation	4197
Basketball Office	4196
Marketing & External Affairs Director	4189

Office Staff for Facilities	4195
Office Staff for Programs	4192
or call	4193
Project Officer for Non Academic Concern	4194
or call	4198
University Gym	
University Athletics - Chess Room	4180
University Athletics - Judo Room	4181
Direct Line	426-1201
Fax	426-5955

Vice President for Finance & Treasurer

Secretary	4061
Administrative Assistant	4069
Assistant to the VP for Finance & Treasurer	4062
Staff	4063
University Bursar	4064
Staff	4065
Cashiers:	
College (1st Floor, Xavier Hall)	4067
or call	4058
High School (HS Administration Bldg.)	6290
Grade School (GS Administration Bldg.)	7204
Budget Coordinator	4066
or call	4068
Direct Line	426-6086
Fax	426-6116

Marketing & Property Administration Office (MPOA)

Booking / Reservations	4070
.....	4071
Building Admin / Housekeeping	4079
Henry Lee Irwin SJ Theater	7231
John Pollock Renewal Center	4072
SDC Conference Hall	4073
Church of Gesu	
Sacristy	4074
Control Booth	4075
Rectory	4076
Direct Line / Facsimile	426-6069

Office of International Relations

Director	4040
Associate Director	4036

Secretary	4037
Coordinator for Outbound Exchange Students	4038
Coordinator for Inbound Exchange Students	4041
Liaison / Office Manager	4042
Coordinator for Special Programs	4043
Direct line	927-4534
Telefax	426-5907

OIR Guest House	4039
Direct line	426-7159

Human Resources Management Office

Director	4120
Secretary	4123
Head, Employment & Development Section	4127
Recruitment	4156
Employment Records	4122
Training and Development	4126
Head, Compensation Section	4128
Compensation Processing	4125
or call	4157
Employee Benefits	4124
or call.....	4159
Health Insurance In-Campus Customer Service Rep.	4129
Government Benefits	4121
Head, Policy Development and Staff Relations	4155
or call	4158
Direct Line	426-1245
HRMO Helpdesk (Office Hours)	921-9724
HRMO Helpdesk (24/7)	544-1026

Central Purchasing Office

Purchasing Manager	4136
Staff	4130
or call	4131
or call	4132
or call	4137
Mailroom	4135
Warehouse	4133
or call	4134
Direct Line	426-6089
or call	426-0136
Fax	426-6090

Central Accounting Office

Director	4152
Assistant Director	4145
Payroll Section	4148
or call	4149
Accounts Payable Section	4143
or call	4142
or call.....	4151
Controls Section	4144
or call.....	4153
Financial Reporting & Budget Monitoring Section	4147
or call.....	4146
or call	4141
Student Accounts Section	4150
System Support & Maintenance Section	4154
Telefax	426-0794
Direct line	426-6095

Extension offices:

Grade School	7180
High School	6297
APS- Rockwell	895-7891 or 729-2000 local 2121
ASMPH	706-3085 local 3029

Art Gallery

Gallery Assistant	4160
Managing Curator	4161
Security Personnel	4162
Director and Chief Curator.....	4163
Direct Line	426-6488

LOYOLA SCHOOLS

ADMINISTRATIVE OFFICES

Vice President for the Loyola Schools

Asst. to the VP for the Loyola School.....	5001
Asst. to the Vice President for Quality Assurance	5035
Coordinator for Communications	5002
Secretary	5000
Faculty Matters	5003
Faculty Development	5004
Budget	5005
Disbursement	5006
Special Projects and INAF	5008
Quality Assurance	5036
Conference Room	5007
Coordinator for Special Projects and INAF.....	5008
Telefax	426-6131

Associate Dean for Academic Affairs	5010
Secretary	5012
Staff	5011
or call	5013
Telefax	426-1180
Ateneo Department of Air Science & Tactics (ADAST)	5015
Physical Education Program	5016
or call	5017
Refreshment Parlor c/o Manang Puring	5018
Physical Education Program - Swimming Pool	5019

Associate Dean for Student Affairs	
Secretary	5020
Discipline Matters	5023
INAF Program	5020
Student Info	5021
Telefax	426-6098

College Guidance Office	
Director	5030
Staff	5031
or call	5032
Direct Line	426-6097

Placement Office	
Staff	5040
or call	5041
Telefax	426-6077

Associate Dean for Research and Creative Work	5047
or call	5046
or call	5048

Office of Student Activities	
OSA Frontline – MVP 100	5050
or call	5051
or call	5052
or call	5053
OSA Student Affairs Professionals Room – MVP 100	5054
or call	5055
or call	5056
MVP Conference Rooms 1 & 2 – MVP 102 / 103	5057
Telefax	426-0795

ATENE0 STUDENT GROUP	
Sanggunian ng mga mag aaral ng Ateneo(Sanggu) -MVP 200.....	5400
Direct Line	929-1029
Council of org. of the Ateneo Central Board (COA / CB)-MVP 205.....	5401
Direct Line	929-1029
COMELEC / Student Judicial Court - MVP 221	5444
DSWS - MVP 101	5445
Operations Room - MVP 010	5446
Direct Line	929-1029
AEGIS – MVP 203	5406
DSL D, Regcom – MVP 204	5407
ROOTS, ADSA Student Arms – MVP 206	5408

COUNCIL OF ORGANIZATIONS OF THE ATENE0 (COA)

Business Cluster	
AIESEC Ateneo - MVP 318	5440
Ateneo Association for Communications Technology Management (ACTM) - MVP 321	5443
Ateneo Lex (A-LEX) - MVP 319	5441
Ateneo Junior Marketing Association (AJMA) - MVP 321	5443
Ateneo Management Association (AMA) - MVP 319	5441
Management of Applied Chemistry (MACA) – MVP 320	5442

Management Economics Organization (MECo) - MVP 318	5440
Management Engineering Association (MEA) - MVP 320	5442
Faith Formation Center	
Ateneo Catechetical Instruction League (ACIL) - MVP 207	5402
Ateneo Christian Life Community (ACLC) - MVP 208	5409
Ateneo Student Catholic Action (AtSCA) - MVP 207	5402
Youth for Christ – Ateneo (YFC-A) - MVP 208	5409
Health and Environment Cluster	
Ateneo Environmental Science Society (A-ESS) - MVP 307	5432
Loyola Mountaineers (LM) - MVP 306	5431
PEERS - MVP 307	5432
Pre-Med Society of Ateneo - (PMSA) - MVP 306	5431
Intercultural Relations Cluster	
Ateneo Celadon (CELADON) - MVP 313	5425
Ateneo Student Exchange Council (ASEC) - MVP 315	5437
Ateneo Lingua Arts Cultura (ALAC) - MVP 315	5437
Issue and Policy Analysis Cluster	
Ateneo Debate Society (ADS) - MVP 317	5439
Ateneo Economics Association (AEA) - MVP 316	5438
Ateneo Statistics Circle (ASTAT) - MVP 312	5426
Development Society (DEVSOC) - MVP 316	5408
The Assembly - MVP 312	5423
Entertainment para sa Tao, Bayan, Lansangan at Diyos (ENTEBLADO) - MVP 313	5425
Ateneo HPAIR Union - MVP 317	5439
Media and Creative Arts Cluster	
Association of Communication Majors (ACOMM) - MVP 309	5434
Ateneo Musician’s Pool (AMP) - MVP 308	5433
Collegiate Society of Advertising (COSA) - MVP 309	5434
Loyola Film Circle (LFC) - MVP 308	5433
Performing Arts Cluster	
Ateneo College Glee Club (ACGC) - MVP 301	5428
Ateneo Blue Symphony (Blue Symp) – MVP 302	5422
Blue Repertory (BlueRep) - MVP 301	5428
Company of Ateneo Dancers (CADS) - MVP 300	5427
Tanghalang Ateneo (TA) - MVP 300	5427

Sector Based Cluster	
Ateneo Special Education Society (SPEED) - MVP 214	5415
MUSMOS - MVP 214	5415
GABAY - MVP 215	5416
KAINGIN - MVP 215	5416
KYTHE- Ateneo - MVP 209	5403
Ateneo Consultants for Organization Development and Empowerment (Ateneo CODE) - MVP 216	5417
TUGON - MVP 209	5403
Science and Technology Cluster	
Ateneo Electronics and Computer Engineering Society (AECES) – MVP 303	5423
Ateneo Chemistry Society (ACheS) - MVP 302	5422
Ateneo Mathematics Society (AMS) - MVP 216	5417
Ateneo Biological Organization (Box) - MVP 305	5430
Computer Society of the Ateneo (CompSat) - MVP 303	5423
League of Physicists (LeaPs) - MVP 304	5429
Management Information Systems Association (MiSA) - MVP 304	5429
Ateneo Psyche - MVP 305	5430
CONFEDERATION OF PUBLICATIONS (COP)	
GUIDON - MVP 201 / 202	5447
HEIGHTS - MVP 201 / 202	5448
MATANGLAWIN - MVP 201 / 202	5449
PUBLICATIONS ROOM LOBBY - MVP 201 / 202	5404
or call	5405
OTHER MVP ROOMS	
Training/Activity Room 4 -MVP 213	5414
Training/Activity Room 3- MVP 212	5413
Training/Activity Room 2- MVP 211	5411
Training/Activity Room 1- MVP 210	5410
Leadership Development Program Training Room - MVP 217/218	5418
or call	5419
Multi-faith Prayer Room - MVP 219	5420
Training/Activity Room 5- MVP 220	5421
Music Rehearsal Room - MVP 310/311	5435
or call	5436
Storage Room (Third Floor) - MVP 314	5424
College Athletics	5080
or call	5081

Office of Social Concern & Involvement

Director	5093
Office Assistants / Staff	5090
Formator's Room	5091
Direct Line	426-1017

Office of Administrative Services

Director	5100
Administrative Assistant for Finance/Maintenance Supervisor	5101
Assistant to the Director for Physical Resources /Reservations Coordinator	5102
Assistant to the Director for Staff & Maintenance/Building Supervisor .	5103
Duplicating Services Office	5118
Telefax	426-5666

Ernesto O. Escaler Hall.....	5111
Faura AVR	5112
MVP-CSL Maintenance Lounge	5114
Gonzaga Maintenance Lounge	5117
PCI Bank Lecture Hall	5119
Rizal Mini Theatre	5121
Science Education Complex Maintenance Lounge	5123
Leong Hall Auditorium	5124
Leong Hall Maintenance Lounge	5126
PLDT-CTC Maintenance Lounge	5128
Social Sciences Maintenance Lounge	5193

Ateneo Multipurpose Cooperative (AMPC) Office

.....	5107
Kitchen	5108
or call	5192
Accounting	5109
Stockroom	5122
AMPC - Bellarmine Hall	5129
Direct line / Fax	426-6074
Blue and Gold Cafeteria	5116
or call	5127

Bo's Coffee (MVP)	5113
Bo's Coffee (Matteo Ricci)	5125

Office of the Registrar

Secretary and Foreign Students Coordinator	5130
Assistant to the Registrar for Records and Registration	5134

Assistant to the Registrar for Documents and Liaison	5137
IC, Requests for documents, Graduate	5131
IC, Requests for documents, Undergraduate	5132
Document Officer	5136
or call	5143
Liaison Officer	5139
Records Officer for JGSOM	5147
Records Officer for SOH	5133
Records Officer for SOSE	5138
Records Officer for SOSS	5435
IC, Freshmen Blocks and Class Schedule	5146
or call	5143
Telefax	426-6123

Office of the Associate Dean for Graduate Programs

.....	5140
Staff	5141
or call	5142
Direct Line	426-5937

Office of Admission & Aid

.....	5150
or call	5151
or call	5152
or call	5153
or call	5154
or call	5155
or call	5157
or call	5158
Direct Line	426-6075
Fax	426-1214

Ateneo Alumni Scholars Association

.....	5194
or call	5195
or call	5197
or call	5198
or call	5199
Direct Line	426-4324

Campus Ministry Office

Director	5161
Secretary	5161
Campus Ministers	5160
or call	5162
or call	5163

or call	5164
or call	5165
Campus Ministers / Chapel	5163
Telefax	426-6522

Loyola Schools Health Services

Director	5182
Staff	5106
or call	5110
or call	5180
or call	5181

Management Information Systems (MIS)	5170
Telefax	5171
Technical Support	5172
or call	5173
Systems Support / Systems Development Team	5174
or call	5175

Loyola Schools Bookstore

Director	5184
Staff	5185
or call	5187
Direct Line	426-2915

Rizal Library

Director	5550
Administrative Assistant	5551
or call	5579
Secretary	5569
Acquisitions Section	5553
or call	5566
ALIWW	5561
American Historical Collection	5567
Cataloging Section	5554
Circulation Section	5555
Computer Lab (CTC 101)	5568
CAVS (Computer & Audio-Visuals) MMR Foyer RMT (CS).....	5565
or call - 3rd floor	5574
or call - 4th floor	5576
Filipiniana Section	5558
or call	5560
Foreign Serials	5563

Matteo Ricci - 1st Floor – Guard	5571
Matteo Ricci - 2nd Floor – Guard	5572
Microform Reading Center	5570
Multimedia Room (MMR)	5575
Pardo de Tavera Collection	5552
Photoduplication Services	5556
or call	5562
Reference & General Info Section	5559
or call	5564
Reserve Section	5557
Rizal Library - Guard (New Bldg.) – Lobby	5577
Rizal Library - Guard (New Bldg.) – Roofdeck	5578
Rizal Library - Guard (Old Bldg.)	5573
Supply Officer	5580
Direct Line / Fax	426-5961

SCHOOL OF SOCIAL SCIENCES

Dean	5200
Assistant to the Dean	5201
Administrative Assistant	5202
Office Assistant	5203
Conference Room (Leong Hall Room 404)	5281
Direct Line	426-1278
Fax	426-1277
Asian Public Intellectuals (API)	5205
Direct Line	426-0511
Telefax	426-1279
University for Peace (UPeace)	5207
Telefax	426-5927
The Ryoichi Sasakawa Young Leaders Fellowship Fund (SYLFF).....	5201
Ateneo Center for Asian Studies (ACAS)	5285
or call	5286
Direct Line	926-4202
Institute of Philippine Culture (IPC)	4651
IPC Trunkline	426-6067
Chinese Studies Program	5208
or call	5209
or call	5284
Ricardo Leong Center for Chinese Studies	5209

or call	5282
or call	5283
Ricardo Leong Conference Room	5287
Confucius Institute	5208
or call	5209
Fax	926-5118
Telefax	929-5397
Communication Department	5210
or call	5211
Technicians Room	5214
Direct line	426-5963
Fax	426-6133
Konrad Adenauer Asian Center for Journalism (ACFJ)	5296
or call	5294
or call	5215
Direct line	926-3253
Fax	926-3254
Eugenio Lopez Jr. Center for Multimedia Communication (ELJ-CMC)	5216
Technicians Room	5298
Multi-media Information Resource Laboratory (MirLab).....	5216
Development Studies Program	5218
or call	5219
Telefax	426-5659
Economics Department	5220
or call	5221
Ateneo Center for Economic Research & Development (ACERD).....	5222
Telefax	426-5661
Education Department	5230
or call	5231
Consultation Room	5234
Faculty Area	5235
Ateneo Teacher Center (ATC)	5231
Telefax	426-5983
European Studies Program	5238
or call	5239
Telefax	927-5814
History Department	5240
or call	5241

Faculty Area	5243
Telefax	426-6114
Japanese Studies Program	5248
or call	5249
Telefax	426-4326
Political Science Department	5250
or call	5251
or call	5252
Telefax	426-0906
Psychology Department	5260
or call	5261
or call	5262
Fr. Jaime C. Bulatao, S.J. Center for Psychology Services	5268
Telefax	426-5905
Ateneo Center for Organization Research & Development (CORD).....	5263
or call	5264
Direct Line	426-6065
or call	426-6282
Fax	426-5931
Sociology & Anthropology Department	5270
or call	5271
Telefax	426-5990

SCHOOL OF HUMANITIES

Dean	5302
Assistant to the Dean	5301
Administrative Assistant	5300
Office Assistant	5303
Telefax	426-1042
English Department	5312
Chair	5312
Secretary	5310
Administrative Assistant	5311
Telefax	426-6120

Ateneo Center for English Language Teaching(ACELT)	5315
Telefax	426-4322
Ateneo Language Learning Center (ALLC)	
Executive Director	5316
Secretary	5317
Telefax	426-5662
Filipino Department	
Chairman	5322
Secretary	5320
or call	5321
or call	5324
Ateneo Institute of Literary Arts and Practices (AILAP) Director	5323
Fine Arts Program	
Director	5332
Secretary	5330
or call	5331
Interdisciplinary Studies Department	
Chairman	5342
Secretary	5340
or call	5341
Fax	5341
Modern Languages Department	
Secretary	5350
or call	5351
Fax	5351
Philosophy Department	
Chairman	5362
Secretary	5360
or call	5361
Telefax	426-5665
Theology Department	
Administrative Assistant	5370
Secretary	5372
Fax	5371

Formation Institute for Religion Educators (FIRE)	5373
Secretary	5372
Dela Costa Lobby Guard / Information Office	5399

JOHN GOKONGWEI SCHOOL OF MANAGEMENT

OFFICE OF THE DEAN - SOM 307

Dean	5500
Asst. to the Dean	5501
Secretary	5502
Office Staff	5504
Direct Line / Fax	426-1204

Ateneo Center for Social Entrepreneurship (ACSEnt)

Director - SOM 308	5507
Assistant Director - SOM 307	5506

Business Resource Center (BRC) - SOM 205

Secretary	5538
Direct Line / Fax.....	426-4691

Family Business Development Center (FBDC) - CTC 113

Secretary	5520
Direct Line /Fax	928-3503

John Gokongwei School of Management Business Accelerator

(JGSOMBA) - SOM 205	
Students SOMBA group	5505
Students SOMBA group	5537
Students SOMBA group.....	5539
SOM 204	
Students SOMBA group	5532
Students SOMBA group	5533
Students SOMBA group	5534
Students SOMBA group.....	5535
Students SOMBA group.....	5536

Programs

BS COMTECH/ME/MGT-H Program - SOM 302	
Program Secretary	5546

BS Legal Management and Management Program - SOM 302

Program Secretary 5548

Departments

Finance & Accounting Department (FAD) - SOM 302

Chair 5510
Secretary 5511
Direct Line / Fax 426-6076

Leadership & Strategy Department (LSD) - SOM 302

Chair 5543
Secretary 5521
L & S Faculty 5522
Direct Line / Fax 426-6076

Marketing & Law Department (MLD) - SOM 302

Chair 5530
Secretary 5531
Direct Line / Fax 426-6076

Quantitative Methods & Information Technology Department (QMIT)

Chair 5540
Secretary 5541
Direct Line / Fax 426-6076

SCHOOL OF SCIENCES AND ENGINEERING (SOSE)

Dean 5600
Assistant to the Dean 5601
Secretary 5602
Office Assistant 5603
SOSE Dean's Conference Room (SEC Building A) 5609
Ateneo Innovation Center 5635
Telefax 927-2147
Direct Line 426-6084
Fax 426-5985

Biology

Chairman / Secretary 5610
Faculty Room 1 5611

Faculty Room 2 5612
Faculty Room 3 5613
Technician / Chemical / Instrumentation Room 5614
Research Room 2 5615
Computer Laboratory 5616
SEC B 306 5617

Telefax 426-1034

Chemistry

Office of the Chairman / Secretary 5620
Faculty Room 1 5621
Faculty Room 2 5622
Faculty Room 3 5623
Stock Room 5624
Faculty Room 4 5625
Faculty Lounge 5626
Faculty Room 5 5627

National Chemistry Instrumentation Center (NCIC)

Director 5628
Staff Room 5629
Thesis Room 5630
Chemistry Prep Room 5631
Faculty Room 5632
or call 5633

Telefax 426-1323

Department of Information System & Computer Science (DISCS)

Chairman 5660
Secretary 5661
Telefax 426-6071

Faculty Room 1 5662
Faculty Room 2 5663
Technical Supervisor (F225) 5664
Technical Support 5665
Multimedia Technician 5666
Open Laboratory Technician (CTC 313) 5667
Faculty Room 3 5668
Direct Line 426-6129
Faculty Room 5 5674
Technical Support (CTC 214) 5677
Faura Hall Faculty/Staff Lounge 5675

Ateneo Java Wireless Competency (AJWCC) / Blue Blade	5678
or call	5679
Direct Line	927-0096

Electronics, Computer & Communications Engineering (ECCE)

Chairman	5640
Secretary	5641
Stockroom	5642
Faculty Room	5643
Faculty Room (Faura Hall)	5644
or call	5645
Faculty Room (CTC Bldg) – 316	5646
or call	5647
or call	5648
Ateneo Innovation Center (F230)	5635
or call	5636
Faculty Room (CTC Bldg) – 314	5637
or call	5638
or call	5639
Direct Line	426-5436

Environmental Science Program

Secretary	5650
Environmental Science Prep Room (MO)	5651
Student’s Area	5652
Wet Laboratory	5653
Environmental Science Prep Laboratory (SEC)	5654
Bioassay Laboratory	5655
Telefax	426-4321

Health Science Program

Director	5619
Secretary	5618
Telefax	426-1035

Mathematics

Chairman	5680
Secretary	5681
Staff	5682
or call	5683
Faculty Room	5684
or call	5685
Open Laboratory (SEC)	5686
Telefax	426-6125

Physics

Chairman	5691
Secretary	5690
or call	5696
Faculty Room 1	5692
Faculty Room 2	5693
Physics Laboratory (SEC)	5694
Physics Machine Shop	5697
Telefax	426-1043

Residence Halls

Director	5900
Asst. to the Director for Facilities	5804
Asst. to the Director for Formation	5919
Administrative Assistant	5901
Office Assistant	5902
or call	5932
or call	5801
Direct Line	426-6119
Fax	426-6118
Cervini Resident Adviser	5918
Eliazo Resident Adviser	5921
or call	5923
or call	5934
Cervini Lobby Guard	5903
Cervini Information	5904
Cervini Rear Guard	5922
Cervini Recreation Room	5927
Cervini Café	5928
Aerie Lounge	5933
ARSA Office	5917
Chaplain’s Office	5937
Eliazo Lobby Guard	5924
University Dormitory (UD) Information	5700
UD Lobby Guard	5930
UD Café (Jose Mari Chan Hall)	5714
UD North Resident Adviser	5814
or call	5825
or call	5855
or call	5887
or call	6317
UD South Resident Adviser	5740

or call 5772
 or call 6306

HIGH SCHOOL

PRINCIPAL'S Office

Principal..... 6100
 Secretary..... 6101
 Direct Line/Fax 426-5914

Asst. to the Principal for Finance & Administration 6107
 or call (for Budget & Finance matters) 6103

Asst. to the Principal for Human Resources 6108
 or call (Faculty matters) 6105
 or call (Staff matters) 6102

Asst. to the Principal for Communications 6003

Assist. to the Pres. for Basic Education Office 6010
 Staff 6011
 or call 6012

APAA's Office

Associate Principal for Academic Affairs 6120
 Staff 6121

APSA's Office

Associate Principal for Students Affairs
 Staff 6130
 or call 6131
 or call 6132

APFor's Office

Associate Principal for Formation 6140
 Staff 6141

Admission & Aid Office

Director 6291
 Staff 6292

Athletics Office

Coordinator 6159

Campus Ministry Office

Campus Minister 6260
 Head CMO & Campus Minister for 2nd Year 6262
 Campus Minister for 4th Year 6263
 Campus Minister for 3rd Year 6263
 Campus Minister for 1st Year 6262
 CMO Staff 6261

Christian Service & Involvement Program

Direct Line – telefax 426-5928
 Coordinator 6142
 Staff 6143
 CSIP Faculty 6143

Discipline

Head -Prefect & Prefect of Discipline for 3rd Year 6185
 Prefect of Discipline for 1st Year 6184
 Prefect of Discipline for 2nd Year 6184
 Prefect of Discipline for 4th Year 6186

Duffy Guidance Office

Head Counselor 6176
 Secretary 6180

First Year Counselors

Counselor 1 (A) 6181
 Counselor 2 (B & O) 6173
 Counselor 3 (CDEFGN) 6178 (Batcave)
 Counselor 4 (HIJKLM) *1st yr. Level pt. Person* 6171
 (1st yr. wing)

Second Year Counselors

Counselor 1 (AGHIJ) *2nd yr. Level pt. 6177
 Counselor 2 (BCDEF) 6181
 Counselor 3 (KLMN) 6176

Third Year Counselors

Counselor 1 (A-F) *3rd yr. Level pt. Person* 6170 (Batcave)
 Counselor 2 (G-L) 6172 (Batcave)
 Counselor 3 (M) 6177
 Counselor 4 (N) 6173

Fourth Year Counselors

Counselor 1 (A & B)	6176
Counselor 2 (CJKLMN) *4th yr. Level pt. Person*	6174
Counselor 3 (DEFGHI)	6175

Educational Media Center

Coordinator	6200
Librarian - (in-charge of books)	6201
Librarian - (in-charge of Periodical & Electronic Resources)	6201
Staff	6201

Faculty Workroom

Coffee Room	6190
or call	6191
or call	6192

Computer Room

Technician	6193
Server Room Network Manager	6295 (Office)

Instructional Technology Center (ITC)

Non-Print Librarian	6202
ITC Technicians	6203
Staff	6202
ITC / Hayes Hall Maintenance	6204

Parent Relations and Programs

Director for Parent Relations and Programs	6230
Staff	6231
Coordinator, Parent & Family Formation Program	6234
Conference/Communication Room	6232

Physical Facilities & Services

Officer In- charge	6240
Carpentry Shop (Covered Courts)	6241
Sound Room (Covered Courts)	6242

Records Office

Staff	6250
Staff	6251

Registrar's Office

Registrar	6253
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Secretaria (Main)	6208
or call	6209
Secretaria (Satellite)	6252

Student Activities

Direct line - telefax	426-0949
OSA Coordinator	6270
ACO Moderator	6271
CSO Moderator	6188
Staff	6272

Student Services

Main Infirmary	6280
Satellite Infirmary	6284
Dental Clinic	6281

Canteen

Administration	6282
Operations	6283

ADMHS Multi Purpose Cooperative	6285
Cashier	6290
Tulong Dunong (T.D.) Office	6294
Dulaang Sibol	6207

Subject Area Coordinators Office**Administration Bldg.**

Arts	6150
English	6152
Filipino	6153
Religion	6155
Araling Panlipunan	6157
Physical Education (OIC)	6159
Staff	6158

Center for Math, Science & Technology

Mathematics	6154
Science & Technology	6156
Staff	6225
Computer Office (Fr. Perez)	6151
Faculty Computer Room	6227
Faculty Coffee Room	6226

Laboratories (Science & Computer Technicians)

Biology	6220
Chemistry	6221
Integrated Science	6222
Physics	6223
Computer	6224
Computer Laboratory (MACLAB)	6229

Testing & Research Office

Director	6189
Staff	6293

Textbook Office

Office-in- charge	6208
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RECEPTION / INFORMATION SERVICES

Jopet 6299 / Bigboy 6298

Human Resource Director	7117
Secretary	7118
or call	7103
or call	7104
Director for Finance	7139
Secretary	7116
Registrar	7240

Service Coordinators

Child Development Center Coordinator	7205
Computer Center Coordinator	7211
KEMC Coordinator	7218

Support Office Coordinator

Athletics Coordinator	7169
Campus Ministry Office Coordinator	7111
Campus Minister for Spiritual Formation	7113
Campus Minister for Liturgy	7111
Social Involvement Office Coordinator	7121
Social Involvement Office Formator	7121
Secretary	7113
Physical Plant & Student Services Coordinator	7119
Secretary	7120
Student Activities Coordinator	7148
Traffic, Safety & Security	7114
Secretary	7115

Academic Coordinators

Prep	7123
Grade 1	7124
Grade 2	7125
Grade 3	7126
AC Secretary	7127

Subject Area Coordinators

Art	7134
Araling Panlipunan	7128
CLE	7129
Filipino	7130
English	7131
Mathematics	7132
Music	7133
PE - Covered Courts	7172

GRADE SCHOOL

Direct Line	426-5957
or call	426-0872
Telefax	426-5956
or call	426-0880
or call	426-1058

Administration Office

Director for Parent Relation & Program AGS-HS	6231
Asst. to the President for Basic Education	7000
Secretary	7237
Headmaster	7100
Secretary	7101
or call	7102
AHAA - Primary School	7105
Secretary	7106
AHAA - Middle School	7107
Secretary	7108
Asst. Headmaster for Student Affairs	7109
Secretary	7110
Asst. Headmaster for Formation	7138
Chaplain	7112

Reading	7135
Science	7136
SAC Secretary	7137

Grade Level Coordinators

Prep	7140
Grade 1	7141
Grade 2	7142
Grade 3	7143
Primary School Secretary	7237
Grade 4	7144
Grade 5	7145
Grade 4 & 5 Secretary	7155
or call	7165
Grade 6	7146
Grade 7	7147
Grade 6 & 7 Secretary	7216

Faculty Rooms/Lounges

Prep	7150
or call	7160
Grade 1	7151
or call	7161
Grade 2	7152
or call	7162
Grade 3	7153
or call	7163
Grade 4	7154
or call	7164
Grade 5	7155
or call	7165
Grade 6	7156
or call	7166
Grade 7	7157
or call	7167

Music Workroom (near AGSPAC Conference Room)	7158
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Conference Rooms

ADMI 2	7170
ADMI 2 Mini Conference Room	7001
AGSPAC Room	7234
David Hall	7216

Grade 3 Articulation Room - Pacquing Hall	7171
Scouting Room	7115

Extension Phones

David Hall 2nd Floor Corridor Outside MAGIS Room	7232
David Hall 3rd Floor Corridor (Grade 6)	7176
David Hall 4th Floor Corridor (Grade 7)	7177
Fermin Hall 2nd Floor Corridor (Grade 4)	7174
Fermin Hall 3rd Floor Corridor (Grade 5)	7175
Hidalgo Art Room - Old Prep Area	7250
Music Room - David Hall	7233
Pacquing Hall 3rd Floor Corridor	7173

Service Units

Accounting Office (Satellite)	7180
Cafeteria:	
Office	7200
or call	7201
Faculty Lounge	7202
Kitchen	7203
Cashier	7204
Child Development Center Coordinator	7205
or call	7206
CDC Counselor - Grade 4	7252
CDC Counselor - Grade 5	7207
CDC Counselor - Grade 6	7251
CDC Counselor - Grade 7	7208
CDC Counselor - Grade 7	7209
Chapel Sacristy	7210
Computer Center	7212
Computer Room Annex	7213
Computer Server Room	7214
Cooperative Store	7215

Custodians' Lounges

Beside AGSPAC Conference Room	7236
Carpenrty & Electrical Shop	7256
Covered Courts	7255
David Hall - Ground Floor	7254
FQA – Supervisor	7178
Katigbak Educational Media Center:	
AV Coordinantor	7219
Audio Visual Room	7220

Circulation Counter	7217
Control Room	7222
Periodical Area	7223
Readers' Services	7221
Technical Room	7224
Guard - Gate B - Main Gate	7225
Guard - Gate C - (near COOP)	7226
Guard - Gate D - Admi Lobby	7227
Information	7122
Infirmary	7228
or call	7229
Infirmary - David Hall	7230
Irwin Theater	7231
P.E. Room Covered Courts	7159
Registrar's Office	7238
or call	7239
Risograph Room	7241
Science Rm - Middle School - David Hall	7242
Science Rm - Primary School - near Pacquing Hall	7243
Sound Booth (Singson Hall)	7235
Supply Room	7245
Swimming Pool	7246
Work Ed. Rm. Grs. 4 – 5	7248
Work Ed. Rm. Grs. 6 – 7	7249

AUXILIARY UNITS

Ateneo Center for Psychological & Educational Assessment (ACCESS)

(Bellarmine Hall)

Director	4600
Reception/Information	4603
Senior Psychologist for TDSP	4602
Testing Development and Special Projects	4601
University, Business & Clinical Testing	
Supervising Psychologist	4604
Testing Room	4605
Bookeeping/Accounts	4606
Direct Line	426-5982
Fax	426-6117

School of Government (Loyola Based)

(CSP Building, Social Development Complex)

Dean's Office	
Executive Assistant of the Dean	4649
Direct Line	426-4279
Associate Dean	4621
Assistant Dean/Administrator	4624
HR ASoG/Office Staff	4624
Office Staff/Reception Area	4642
Project Staff	4643
Academic	4645
Direct Line	426-6061
Executive Director of ExecEd/JVO	4625
Direct Line	426-5938
Admin and Finance	4626
Fax Machine	426-5997
Communication Team	4639
ANSA Project Manager	4627
Executive Assistant of ANSA Project Manager	426-5998
Direct Line	426-6062
ANSA Project Staff	4622
Director of IBoP and Staff	4646
Direct Line	929-7035
G-WATCH/KAS/PODER/EU Project	4644
Direct Line	920-2920
Institute for Global & Environmental Strategic	4620
Office of Fr. Noel D. Vasquez SJ	4625
Youth Leadership and Social Entrepreneurship	4637
ISEA	4640
Direct Line.....	703-8912
Office Staff	4641

University Press

(Bellarmine Hall)

Director	4611
Business Manager	4612
Information	4613
Editorial Office	4614
or call	4615
Business Assistant	4616
Marketing Assistant	4617
Direct Line	426-5984
Fax	426-5909
Philippine Studies-Migration & Family Research Group(CCS).....	4619

AFFILIATED UNITS

ARRUPE

(Seminary Drive, ADMU) 426-5911

Ateneo Alumni Association (AAA)

(Ground Floor, Bellarmine) 4687
 or call 4688
 or call 4689
 Direct Line 926-6046
 or call 926-6067

Ateneo Union Office

(East Wing, University Gym) 4802
 Blueblade Technologies, Inc / Ateneo Java Wireless Competency (AJWCC)
 (CTC 213) 5678
 or call 5679
 Direct Line 927-0096

Center for Family Ministries (CEFAM)

(CEFAM Building) 4803
 or call 4804
 Trunkline 426-4289

Center for Ignatian Spirituality (CIS)

(Ground Floor, CEFAM Building) 4816
 Direct Line 426-4250
 or call 426-4251

Center for Leadership & Change Inc. (CLCI)

(1st Floor, Hoffner Building)
 Office of the President 4805
 Receptionist 4814
 Corporate Planning and Development 4807
 or call 4810
 Government Sales Group 4808
 or call 4811
 Corporate Sales Group 4809
 or call 4812
 Direct Line 426-6489

or call 426-6490
 or call 426-6491
 or call 426-5910

Fax 426-5935

East Asian Pastoral Institute

(EAPI Building) 3299
 Trunkline 426-5901

EMMAUS Center

(3rd Floor, CEFAM Building) 4875
 or call 4876
 Trunkline 928-6040

Faculty Housing

Faculty Housing R 1A 4817
 Faculty Housing R 1B 4818
 Faculty Housing R 1C 4819
 Faculty Housing R 1D 4820
 Faculty Housing R 2A 4821
 Faculty Housing R 2B 4822
 Faculty Housing R 2C 4823
 Faculty Housing R 2D 4824

Filipino Integritas Development Institute (FIDEI)

(Room 1-3, IPC Building) 4653
 or call 4654

Gaston Z. Ortigas Peace Institute (GZOPI)

(2nd Floor, Hoffner Building) 4826
 Direct Line 426-6064
 or call 426-6122

Health Alternative for Total Human Development Institute, Inc. (HealthDev) (Social Development Complex)

Executive Director 4630
 Dental Clinic 4631
 Laboratory 4632
 Medical Clinic 4633
 Jesuit Social Service 4634
 Admin and CEO/President, Clinics 4635
 Staff Lounge 4636
 Direct Line (Clinic) 426-5999

Direct Line (CEO/President, Clinics)	426-5110
Telefax/Direct Line (Executive Director)	426-4325
Direct Line (Laboratory)	381-3514

Institute of Social Order (ISO)

(ISO Complex)	
University of San Francisco (USF)	4835
Research/IFARMC-SMB	4836
Direct Line	426-6134
Fax Number	426-5951
Trunkline	426-6134

Director	4888
Direct Line	426-5993
ADHD	4887
Direct Line	426-8568
or call927-3463
Alternative Law Group.....	4865
or call.....	4868
IFARMC-NLB.....	4886
PDM.....	4885
Finance Office.....	4832
International Institute for Energy Conservation (IIEC).....	4833
ISO Canteen.....	4828
Direct Line.....	426-5996
PASEO.....	4866
or call.....	4888
or call.....	4889
Porter / Secretary.....	4829
Reservations.....	4831
Services Office.....	4830
Direct Line.....	426-5989
Training Office.....	4834

Jesuit Communications Foundation, Inc. (JesCom)

(Ground Floor, Sonolux Building)	
Admin Office	4841
or call	4843
Inventory Custodian	4844
Conference Room	4846
Sales Department	4840
Store (Tanging Yaman)	4842
Guard	4839

Trunkline	426-5971
or call	426-5972
Fax	426-5970

Jesuit Conference of Asia Pacific (JCAP)

(3rd Floor, Sonolux Building)	4847
Treasurer	4877
Socius	4881
Direct Line	426-5974

Jesuit Residence

(JR)	3399
Trunkline	426-5941

Jesuit Volunteers Philippines (JVP)

(3rd Floor, Bellarmine Hall)	4880
Direct Line	927-9060
Fax	426-5908

John J. Carroll Institute on Church and Social Issues (ICSI)

(ISO Complex).....	4655
or call	4656
or call	4657
or call	4658
or call	4659
or call	4660
or call	4661
or call	4662
or call	4664
or call	4666
or call	4667
or call	4668
Direct Line	426-6144
or call	426-6070

Loyola House of Studies (LHS)

(LHS Building)	3599
Trunkline	426-6101

Loyola School Credit Cooperative

(3rd Floor, Kostka Hall)	5196
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Loyola School of Theology
(LST Building)
Trunkline 426-6430

Manila Observatory (MO)
(MO Building) 4850
Trunkline 426-5921
VP Integrated Technologies, Inc..... 376-9421

Moro Lorenzo Sports Center
(MLSC)
Admin. Office 4690
Sports Medical Clinic 4692
Trunklines 425-1890
 or call 927-7726
 or call 927-8382
 or call 927-8027
 or call 927-8041
 or call 927-8149
Admin. Office (Fax#) 425-1353
Café Azul 928-6478
Ateneo Basketball Office (Fax #) 928-8867

Partnership of Philippine Support Service Agencies, Inc (PHILSSA)
(3rd Floor, Hoffner Building) 4854
Direct Line..... 426-4328
 or call (telefax) 426-4327

Philippine Institute of Pure and Applied Chemistry (PIPAC)
(PIPAC Building) 4856
 or call 4857
Direct Line 426-5949
 or call 426-6072
 or call 426-6142
Fax 426-6073

Philippine Jesuit Aid Association (PJAA)
(3rd Floor, Christian Life Community Center) 4890
 or call 4891
 or call 4892

San Jose Major Seminary (SJMS)
(SJMS Building) 4861

 or call 4862
Trunkline426-6091

Sentro ng Alternatibong Lingap Panligal (SALIGAN)
(1st Floor, Hoffner Building) 4858
 or call 4859
 or call 4860
Direct Line 426-6124
 or call 426-5690

Ugnayan at Tulong para sa Maralitang Pamilya Foundation, Inc. (UGAT)
(GF, ISO Annex Bldg., Social Dev. Complex) 4870
 or call 4872
Bayaning Pilipino 4873
Direct Line (PANATAG) 352-5884
Direct Line (UGAT) 426-5992
Direct Line (Bayaning Pilipino) 426-6496
Telefax 426-6497

ATENEO PROFESSIONAL SCHOOLS

20 Rockwell Drive, Rockwell Center, Makati City

PABX Connecting All Departments899 - 7691 to 96
 or call729-2001 to 03

GRADUATE SCHOOL OF BUSINESS

Registrar's Office - 2213 / 2214
Telefax 899 - 5548
 Degree Programs (Telefax) 898 - 5007
 Dean's Office (Telefax) 898 - 5006
 Health Unit 899 - 4589
 Master in Entrepreneurship (Telefax) 899 - 4579
 Law School -2304899 - 4346 / 8994373
 Center for Continuing Legal Education 899 - 7697
 Human Rights Center (Telefax) 899 - 4342
 Lente 403 - 2249
 FMO- 2102/ 2103 /2101
 Lobby Guard - 2104
 Library - 2001 to 2008
 Cashier - 2105
 Campus Ministry Office - 2120

130 H.V. de la Costa St., Salcedo Village, Makati City

Center for Continuing Education / AGSB-BAP	
Institute of Banking	830 - 2050
Telefax	810 - 7809
Prometric Testing Center	892 - 0383
Fax No.	892 - 0384
Center for Leadership & Change Inc.	817 - 2726
Fax No.	893 - 9556
Confucius Institute	817 - 2726
Facilities Management Office	840 - 0877
GSB IT Cluster	840 - 0266
Security Office	893 - 9563

ATENEO SCHOOL OF MEDICINE

ASMPH Building, Eugenio Lopez, Sr. Medical Complex Ortigas Ave, Pasig City

Trunkline	706-3085
or call	706-3086
or call	635-9804

RELATED JESUIT OFFICES / INSTITUTIONS (METRO MANILA)

ADORACION NOCTURNA FILIPINA & APOSTLESHIP OF PRAYER

c/o San Jose Seminary	426-6091-94
Fax	426-5936

ARVISU HOUSE (PRE-NOVIATE HOUSE)

134 B. Gonzales Street, Loyola Heights, Q.C.	929-4790
or call	929-4653

ASIAN INSTITUTE OF MANAGEMENT

Paseo de Roxas, Makati	892-4011
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CENTER FOR IGNATIAN SPIRITUALITY (CIS)
(CEFAM Bldg.)

.....	426-4250/426-4251
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DELA COSTA HOUSE

132 B. Gonzales Street, Loyola Heights, Q.C.	426-5274
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ENVIRONMENTAL SCIENCE FOR SOCIAL CHANGE
(Manila Observatory)

.....	426-5958
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MARY THE QUEEN PARISH

Greenhills West, San Juan	722-9711
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PHILIPPINE JESUIT AID ASSOCIATION (PJAA)
(3rd Floor, Christian Life Community Center).....

or call	926-5974
or call	926-9831
Fax	926-8150

PHILIPPINE GENERAL HOSPITAL CHAPLAINCY

Taft Avenue, Ermita, Manila	563-5290
or call	563-5296

SIMBAHANG LINGKOD NG BAYAN (SLB)
(Loyola House of Studies)

.....	426-5968
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XAVIER SCHOOL

64 Xavier, Greenhills West, San Juan	723-0481
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EMERGENCY NUMBERS

HOSPITALS

Capitol Medical Center	372-3825
DeLos Santos Medical Center	723-0041
Makati Medical Center	815-9911
Manila Doctors Hospital	524-3011
Medical City	635-6789
Medical Center Manila	523-8131
National Kidney Institute	924-3601
National Orthopedic Hospital	712-3613
Philippine General Hospital	554-8400
Philippine Heart Center	925-2401
Polymedic General Hospital	531-4911
Quezon City Medical Center – World Citi	913-8380
Quirino Memorial General Hospital	913-4759
St. Luke’s Medical Center	723-0101
UP Health Service	928-3608

CITY / MUNICIPALITIES	FIRE	POLICE
Makati	816-2553.....	899-9008 / 899-9039
Mandaluyong	532-2402.....	532-2145 / 532-5001
Marikina	933-3076.....	646-2356
Quezon City	928-8363 / 928-6535.....	921-5267 / 921-4758
San Juan	725-2079.....	724-2515 / 725-0404

AEROMED	911-1121
Ambulance – Marikina – Lifeline	169-11/839-2520
Anti Carnapping Force	23-0401
Bomb Disposal Unit	721-8544
Brgy. Loyola/Capt. Cesar Marquez	466-1180
Marikina Rescue	646-2438
Meralco	631-1111
QCPD Police Assistance	166
UP Police	928-3615

ATENEO DE MANILA UNIVERSITY

(Loyola Heights, Quezon City)

Trunkline	426-6001
Telephone Operators	4199 / 4299
Emergency Line	4911
Campus Security Detachment	4111/4115
Gate 2	4112
Gate 3	4113
Direct Line	426-5930