

BICMR Duty Schedule for 2021 Summer Vacation

Duty Schedule	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Accountant Xiaoyu Hao Duty Schedule:
Jul	19	20	21	22	23	24	25	Jul 19、20、21、22、26
	Xiaoni Tan	Xiaoni Tan	Ningbo Lu	Ningbo Lu	Qi Liu			Aug 4、11、18、25、26
	Yuhua You (may out of office for business)			Xiaoni Tan	Xiaoni Tan			
	Wenqiong Li	Wenqiong Li	Wenqiong Li	Wenqiong Li	Kai Shi			Contacts(Staff)
	26	27	28	29	30	31	1	Xiaoyu Hao (78101N, 62744123)
	Meng Yu	Meng Yu	Meng Yu	Meng Yu	Meng Yu			Ying Hao (78106N, 62744130)
	Yuhua You (may out of office for business)			Ying Hao	Ying Hao			Wenqiong Li (78102,62744120)
	Ying Hao	Wenqiong Li	Wenqiong Li	Wenqiong Li	Kai Shi			He Liu(78105E, 62744134)
Aug	2	3	4	5	6	7	8	Qi Liu (78103-1, 62744118)
	Meng Yu	Meng Yu	Meng Yu	Xiaoni Tan	Xiaoni Tan			Ningbo Lu (78106S, 62744129)
	He Liu	He Liu	He Liu	He Liu	Qiaoming Wu			Kai Shi (78103-2, 62744119)
	Ying Hao	Ying Hao	Ying Hao	Ying Hao	Ying Hao			Xiaoni Tan (78105E, 62744132)
	/	Wenqiong Li	Wenqiong Li	Wenqiong Li	Wenqiong Li			Qiaoming Wu (82J08, 62744148)
	9	10	11	12	13	14	15	Yuhua You (78104S, 62744122)
	Ningbo Lu	Ningbo Lu	Ningbo Lu	Ningbo Lu	Ningbo Lu			Meng Yu (78105E, 62744121)
	Qi Liu	Qi Liu	Qi Liu	Qi Liu	Qi Liu			
	Wenqiong Li	Wenqiong Li	Wenqiong Li	Wenqiong Li	Wenqiong Li			
	16	17	18	19	20	21	22	Leaders in Charge
	Qiaoming Wu	Qiaoming Wu	Qiaoming Wu	Qiaoming Wu	Qiaoming Wu			Jul 19 - 25 Xiaobo Liu
	Qi Liu	Qi Liu	/	/	He Liu			July 26 – 30 Bin Dong
	Wenqiong Li	Wenqiong Li	Wenqiong Li	Wenqiong Li	Kai Shi			Jul 31 – Aug 6 Donglin Li (Jul 19、Jul 23 also on duty)
	23	24	25	26	27	28	29	Aug 7 - 10 Zhaojun Sun
	Qiaoming Wu	Yuhua You (may out of office for business)		Xiaoni Tan	Xiaoni Tan			Aug 11 - 22 Hao Ge
	He Liu (may out of office for business)			Qiaoming Wu	Ningbo Lu			Aug 23 - 26 Lei Zhang
Wenqiong Li (may out of office for business)				Kai Shi			Aug 27 - 29 Zhaojun Sun	

- (1) From Jul 19 to Aug 29 , the work time for the administrative staff will change to 9:00am - 12:00pm, 1:00pm-5:00pm.
- (2) The security staff in BICMR, Tel: 62744127, 62744140
- (3) Security Department of PKU, Tel: 62751321; Fire Alarm, Tel: 62752119; Police Station in PKU, Tel: 62751331
24-hour on-duty office of PKU, Tel: 62751201, 62751301