Notice on the Arrangement of the Dragon Boat Festival

Dear all,

The Dragon Boat Festival is hereby, notified as follows:

I.Holiday Time

The holiday will be from Friday June 19th to Sunday June 21st, for a total of 3 days.

II.Notices

All departments are requested to conduct a comprehensive inspection of the office areas before leaving work on June 18th. Turn off all power sources (such as sockets, computers, printers, etc.), air conditioners, and lights, and lock the doors and windows.

During the Dragon Boat Festival, a 24-hour on-duty schedule will be implemented.

Duty Arrangement Table

Duty Time (24Hour)	Phone Duty Supervisor	On-Duty Personnel	
		Name	Phone Number
June 19th (Friday)	Peng Kun	Pan Yijie	18758444828
June 20th (Saturday)	Jin Bo	Ren Jing	
June 21st (Sunday)	Zeng Wenjun	Ren Mingsheng	

Office of Administration

June 18th, 2026