

BIOCAPS Admin Staff IN-OFFICE Schedule

March

*Last updated Feb 21

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	1	2	3	4
	Mark Deepali Naz Metha Cyndi Doris *Ayaka Vacation	Zaira Doris Deepali Ayaka Metha	EVERYONE Staff Coffee	Mark Doris Deepali Naz Metha	Zaira Ayaka Deepali Doris Cyndi *Mark Vacation	
5	6	7	8	9	10	11
	Doris Deepali Naz Metha Cyndi *Mark Vacation	Zaira Ayaka Doris Deepali Metha	EVERYONE Staff Meeting *Doris Flex	Mark Doris Deepali Naz Metha	Zaira Ayaka Deepali Doris Cyndi	
12	13	14	15	16	17	18
	Mark Doris Deepali Naz Metha	Zaira Doris Deepali Metha	EVERYONE	Mark Doris Deepali Naz Metha	Zaira Deepali Doris	
		*Ayaka Vacation (March 14-28)				
		*Cyndi Vacation (March 13-17)				
19	20	21	22	23	24	25
	Mark Doris Deepali Naz Cyndi *Metha Vacation	Zaira Doris Deepali Metha	EVERYONE	Mark Doris Deepali Naz Metha	Zaira Deepali Doris Cyndi	
		*Ayaka Vacation (March 14-28)				
26	27	28	29	30	31	
	Mark Doris Deepali Metha Cyndi *Ayaka Vacation (March 14-28)	Zaira Doris Deepali Naz Metha	EVERYONE *Doris Flex	Mark Doris Deepali Naz Metha	Zaira Ayaka Deepali Doris Cyndi	