

## **DEPARTMENT OF HEALTH & HUMAN SERVICES**

Public Health Service National Institutes of Health

Building 10 Room B1-L410 MSC 1352 Bethesda, MD 20892 (301) 496-2862

SUBJECT:	OFM On-Call Schedule – Fourth Quarter
	Chief, Office of Facility Management
FROM:	James H. Wilson
TO:	Addressees
DATE:	September 24, 2003

Below is the on-call schedule for the OFM staff.

OFM Staff On-Call Schedule					
Fourth Quarter	(Oct. 03' – Dec. 03')				

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MONTH	DATES	PRIMARY	BACK-UP
OCTOBER	Sept 26 – Oct 3	Ray Bowen	Jim Wilson
	Oct 3 – Oct 10	Jim Wilson	Fred Manuel
	Oct 10 – Oct 17	Fred Manuel	Ray Bowen
	Oct 17 – Oct 24	Ray Bowen	Jim Wilson
	Oct 24 – Oct 31	Jim Wilson	Fred Manuel
NOVEMBER	Oct 31 – Nov 7	Fred Manuel	Ray Bowen
	Nov 7 – Nov 14	Ray Bowen	Jim Wilson
	Nov 14 – Nov 21	Jim Wilson	Fred Manuel
	Nov 21 – Nov 28	Fred Manuel	Ray Bowen
DECEMBER	Nov 28 – Dec 5	Ray Bowen	Jim Wilson
	Dec 5 – Dec 12	Jim Wilson	Fred Manuel
	Dec 12 – Dec 19	Fred Manuel	Ray Bowen
	Dec 19 – Dec 26	Ray Bowen	Jim Wilson
	Dec 26 – Jan 2	Jim Wilson	Fred Manuel

<u>NOTE</u>: On-call time begins 5 pm Friday to the following Friday at 5 pm.

Please contact the pager operator @ 301.496.1211 to have the on-call staff notified.

## Addressees:

Clare Hastings • Clinical Center Maintenance • David Henderson • Debbie Byram • Elaine Ayres • Greg Capunitan • John Franco • Karen Kaczorowski • Larry Eldridge • Laura Lee • Lynda Ray • Maggi Stakem • Maureen Gormley • Michelle Evans • NIH Fire Department • NIH Police • OFM Staff • Page Operator • Pat Piringer • Ron Adams • Steve Balog • Walter Jones