**Research Restart Plan**

Lab PI:

Justification: Describe why your research program needs to be active. Please refer to definitions for essential & time sensitive research when making the determination of which activities are appropriate for this Phase. Be sure to **list the specific activities that will occur on campus.**

Why must the activities above occur on campus? (e.g., Access to specific equipment)

Spaces Covered – List the areas in buildings 551 and 251 that you plan to use.

Note 1: Later you will be asked to include a schematic of your lab and how you will arrange personnel to maintain distancing requirements.

Note 2: Please include any shared facilities that you plan to use. Actual scheduling of use of these shared facilities must be arranged with the manager of that facility.

Scheduling & Distancing – Detail the strategies to ensure safe operation of activities. The provided bullet points are required, but you should add additional bullets if your work requires other procedures (e.g., wearing gloves at all times or during certain tasks).

1. No researcher will be pressured to go to the lab.
2. Contact information for all researchers returning to work will be provided to the Department. The Department will share this information with administration as required.
3. Planned and actual access to lab spaces will be coordinated with a shared calendar such that people are able to maintain distancing requirements
4. Each lab room will only have at most one occupant per 250 square feet at any given time. If this is not possible, specific and approved mitigation measures for the activity will be developed, approved, and followed.
5. With input from facilities, the PI will make specific distancing plans which take account of local HVAC conditions (e.g. air exchanges per hour, or rooms without 100% external air).
6. Where appropriate, a remote buddy system will be used to ensure safety of solo researchers. However, we do not anticipate the need for this, as there should be no hazardous work needed.

Summary of Maximum occupancy by day and time.

Please describe how the total number of people working in the building and at any given time was determined. Make sure to consider the minimum number of people that would be required to complete each research task.

Use this table to detail how many people will be working in each room at each time slot. Note: The building will be open from 7am to 7pm.

|  |  |  |
| --- | --- | --- |
| Shift (Enter times of Shift) | Room Number | Maximum Capacity per shift |
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|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Lab Contact list – Please list each person who may return to the lab, including the name, phone number (cell), and email. This may be used in the event that we need to do contact tracing.

Note: Remember to include ALL people who will be using the space (e.g., collaborators from other lab groups who work in shared space).

Note: For Stage 3, undergraduate RAs are not allowed to serve as researchers, unless they are in a paid position or they have been separately approved.

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Researcher | Role in Lab | Cell Phone Number | Email Address |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Lab Area Schematic– Paste in a schematic if your lab area, indicating where people will be placed, and how many people will be placed in each area.

PPE & Hygiene – detail the PPE and hygiene mandatory for personnel. The included points are required, but you should add if there are other procedures that would be in place in your lab.

1. Masks will be worn in any areas in which multiple people may be together. For individuals working in single-occupancy offices with closed doors, masks can be removed.
2. Researchers should wash their hands with soap and water for at least 20 seconds often, and at least once when entering and leaving the lab.

Preparing and Maintaining Research Spaces – detail procedures and requires for safe operation. The included points are required, but you should add if there are other procedures that would be in place in your lab.

1. All door handles, keyboards/mice, and other commonly touched surfaces will be wiped upon entrance and exit. After using any equipment, work areas will be wiped down paying special attention to equipment requiring close contact. Wiping down will be performed with 70% isopropanol or an equivalent virucide.
2. All fabric chairs will be covered with plastic. This may be done with taped trash bags, or other means.
3. No research activities that generate large amounts of hazardous waste will be pursued without prior consultation and coordination with EH&S (none are anticipated).

Coordination – detail coordination between PI/users as well as with department and campus. The included points are required, but you should add if there are other procedures that would be in place in your lab.

1. Campus administration must be able to reach all people working in a designated space quickly when the need arises. All workers will have cell phones; as noted above, contact information will be provided to departmental administration and shared as required.
2. Reporting of any COVID-19 safety issues is based on campus guidelines. All users will be trained on the EH&S hazard reporting button on the EH&S website ([link](https://docs.google.com/forms/d/e/1FAIpQLScBmEa3-v1TmNZ265zr4amgY0i6OW5Nu8E0BHa_xkPNMlOXUw/viewform)), which can be used anonymously, and encouraged to use it as needed.
3. For coordination with groups working in adjacent or shared spaces, PI will coordinate shared calendars or joint messaging as appropriate.
4. For coordination of entry and exiting buildings 551 & 251, all workers will follow building committee guidelines and requirements.

Other – Detail any additional activities or factors relevant to your activities that were not covered above.