

RESEARCH PHASE II - SOP

GENERAL:

- Always try to maintain physical distancing of 6 feet.
- Masks must be worn in public settings where it is difficult to stay 6 feet away from other people. A face cover is not a substitute for social distancing.
- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Sanitizer dispenser is located by the main entrance doors.
- Practice routine cleaning of frequently touched surfaces (for example: tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks, and electronics with household cleaners and EPA-registered disinfectants that are appropriate for the surface, following label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product. For electronics follow the manufacturer's instructions for all cleaning and disinfection products. Consider use of wipeable covers for electronics. If no manufacturer guidance is available, consider the use of alcohol-based wipes or spray containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.
- If you do not feel well, please stay home. If you or someone close to you has a fever, cough, or shortness of breath, contact your doctor's office in advance. They will direct you on next steps. UCI also has a new 24/7 telemedicine service, [UCI Health OnCall](#), that allows you to seek care and evaluation from home.

ENTRY / EXIT / ELEVATORS / STAIRS:

- All occupants will now enter through the courtyard and use the main double doors only.
- Exit points are listed on the map link below.
- A limit of only two riders in the elevator at a time. Please be thoughtful and stand far enough apart in the elevator to maintain the 6ft distance. People should consider taking the stairs or waiting for the next elevator.
- Stairwell #1 will be for upstairs traffic only and Stairwells #2 & #3 will be used for downstairs traffic only. These will be clearly marked to indicate the direction.
- Please review the first floor [MAP](#) for locations.

ACCESS:

- Calit2 will remain locked during regular hours. All occupants will need a keycard for access. Access may be limited to your office and/or lab areas.
- Visitors and guests will need to schedule in advance and be escorted in the building by their host maintaining physical distancing protocols.
- Students/Researchers: All students and researchers that are not already on the approved critical research list will need PI approval to get reactivated. Research groups that have space in the 3rd floor (Rm. 3300) study space can be made available upon request for researchers, however we encourage you to work from home when possible. [Request Form](#)
- New Key/Card Key Requests: Please fill out [Key Issuance Form](#) with a PI signature/email approval and email it to Ryan Smith sryan@uci.edu. For lab access, include your required UCLC training certificates.

- Key Pickup/Return: Please email Jacqueline Myers jwmyers@calit2.uci.edu and Ryan Smith sryan@uci.edu to schedule your return.

RESEARCH LABORATORIES:

- In order for a PI/Center to begin Phase 2 research in CALIT2, the campus must be open for Phase 2 and each PI/Center must complete BOTH (1) a CALIT2 Phase 2 Research Safety Plan and (2) a signed CALIT2 Phase 2 Research Assessment & Authorization Form.
- All users must review the “Returning to Campus,” training video through UCLC.
- Make sure all individual members of your research team to screen themselves for symptoms each day before coming to Calit2. Human Resources is providing easy-to-use software for your desktop or mobile device, along with a dedicated phone number, to facilitate this wellness check. As individuals return to campus, they will receive a health check-in email or a mobile app notification.
- PI/Faculty/Lab Manager’s will be responsible to maintain safe occupancy levels.
 1. For example, no more than one person per room or per laboratory bay (both~250 square feet). In larger rooms and shared spaces, this may mean more than one person, but may require coordinating with other space users.
 2. If space constraints (of any type) prevent physical distancing and/or following other public health requirements, then the space should remain off-limits until circumstances change to enable its safe use.
- Use shift work (staggered work schedules) to maintain low population density.
- Consider use of shared calendars to schedule research team lab time.
- Minimize situations where two or more people must work together. Where this cannot be avoided (complex experiments, training experiences or where lab safety requires working with a buddy) research personnel should follow public health directives and physical distancing requirements to the greatest extent possible (except in life and safety emergencies).
- Experiments that require access to equipment in another laboratory should be coordinated ahead of time.
- All discussions and meetings should occur virtually, except when truly necessary for conducting research or maintaining lab safety.
- [Pre Checklist for Safety Considerations](#)
- All users must abide by the general rules listed above.

MEETINGS:

- Video conferencing is strongly encouraged.
- In-person meetings should be kept at minimum, distancing guidelines must be upheld, and masks must be worn.
- Consider using the courtyard if space limited.

KITCHENS / BREAKROOMS / RESTROOMS:

- Use staggered break schedules to maintain low population density.
- If in use, please wait outside of the kitchen/breakroom or return at a later time.
- Disinfect your kitchen/breakroom area after each use
- If a restroom stall/urinal is in use, please wait outside of the restroom until that person has left or find the nearest restroom.
- Consider use of a paper towel to protect clean hands when opening restrooms doors to exit.
- All users must abide by the general rules listed above.

AUDITORIUM/MEETING ROOMS/ATRIUM:

- All gathering locations will be closed until further notice.

LINKS:

- [OOR's General Points of Consideration – Planning the Phased Increase of UCI's On-Site Research Activities](#)
- [CDC's Guidance on Social Distancing](#)
- [CDC's Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes](#)
- [CDC's Interim Guidance for Administrators of US Institutions of Higher Education](#)
- <https://oc-covid19.org/>