COVID-19 Safety Plan: Microbiology and Immunology
Stage 2 Amendment

1. Updated Department-Specific Sign In/Sign Out Protocols:

Laboratory building loads opened during Phase 1 should not be greater than about 2/3 of "normal" occupancy at any time (primarily office buildings at 25%), and it is essential to keep track of building occupants so the capacity is not exceeded. List any updates to **Appendix C** in the *Faculty of Science COVID-19 Safety Plan*, which details your department/unit sign in/sign out system. The Safety plan is available at (Appendix C begins on page 22):

https://science.ubc.ca/sites/science.ubc.ca/files/faculty/UBCScience_COVID19SafetyPlan.pdf

LMRS

The total laboratory occupancy will be 2/3 of normal. Scheduling of lab personnel will be as done in Phase 1. Per the FoS Stage 2 safety plan, where there is a requirement for 2 people to be working in close proximity such as training of new or existing lab personnel in laboratory procedures, 2 person occupancy will be permitted while following safety guidelines for training in close proximity.

LSC / MSL

Faculty with laboratory space in LSC / MSL will follow building specific safety plans.

2. Updated Description of Laboratories/Office Areas and Common Areas by Building for Spatial Planning Purposes

List any updates for **Appendix D** in the *Faculty of Science COVID-19 Safety Plan*. This may include new buildings that will be opened or it may detail changes to your Phase 1 plan.

LMRS

The occupancy limits per room will increase slightly in the main labs compared as to phase 1 but maintain physical distancing (see attached appendix A).

LSC / MSL

Faculty with laboratory space in LSC / MSL will follow building specific safety plans.

3. Updated Supervisor/Manager Plans:

How will your department/unit change your current PI/supervisor/manager plans so that the building loads should not be greater than about 2/3 of "normal" occupancy at any time?

LMRS

The PI will submit an update plan to be signed by the Head will make direct reference to the revised total personnel to be scheduled in one day. The total personnel will be 2/3 the normal occupancy. PIs who will

be onboarding new personnel who are now permitted in Stage 2 will be required to submit an amendment to the safety plan with the new personnel listed alongside those who have already been approved to work.

LSC / MSL

Faculty with laboratory space in LSC / MSL will follow building specific safety plans.

4. Faculty (Research & Teaching) Office Space

Faculty (research & teaching) who can work from home are expected to continue to work from home. However, with permission of the head/director, faculty will be permitted to use their offices occasionally. The number of faculty returning should not exceed about 25% in stage 2. All returning faculty must complete the mandatory safety training and must request to use their office. Detail how your department/unit plans to keep track of office usage so that not more than about 25% are in use at a time. Also detail your prioritization plan for faculty access.

All MI locations

A spreadsheet will be maintained, detailing the recurrent days for which faculty members have requested and been granted access to their offices. For each given day of the week, running totals will be calculated to ensure no more than 25% of faculty members have been granted access. The spreadsheet will be maintained on a building basis (BioSci, MSL, LMRS, LSI).

Prioritization of faculty office usage requests will be given to (1) faculty with significant caregiver responsibilities (child care, elder care for instance), (2) faculty who have existing exemptions due to inappropriate home work environments, (3) faculty who are currently teaching or teaching in the upcoming term (4) faculty who are physically participating experiments in their labs or have advanced computational equipment in their office that cannot be done remotely.

5. Expanded Hours

In Stage 2, weekend work is allowed, so long as it does not conflict with custodial services. Detail the department/unit plan expanded hours plan, which must ensure that the custodians are given time / space to do their job.

For the regular work week, operating hours and after hours access protocols will remain unchanged. With respect to weekends, work will be allowed without special approval, with the working personnel in charge of sanitizing high touch points in the lab per usual. Custodial services are not provided to buildings occupied by M&I research groups on the weekends, and thus weekend activity will not impede custodial services whatsoever.

6. Food Preparation

In stage 2, food preparation will not be encouraged, but it will not be expressly forbidden. What policies will your department/unit put in place to ensure proper cleaning of shared cooking equipment.

No changes are required in this respect. Whenever possible, occupants are encouraged to bring food that is properly contained and ready to eat without the need for refrigeration, heating, or preparation in common kitchens. Water fountains will be closed for use. Surfaces should be wiped down before and after use by each occupant/user. Custodial staff will clean the kitchens and pods once daily.

7. Plan for Department-Controlled Teaching and Meeting Spaces:

Classrooms, laboratories, and meeting rooms can be made available for the preparation of course materials. These rooms can also be used for essential, small in-person meetings (e.g., safety training that cannot be completed online) as long as physical distancing is maintained. This will require meeting participants to be spaced by at least 2 m in the classroom, and meets all of the requirements outlined in the SRS "UBC Employees COVID-19 Essential In-person Meetings/Trainings Guidance": (https://riskmanagement.sites.olt.ubc.ca/files/2020/04/Guidelines-for-Meetings-Trainings-FINAL.pdf). Departments/units requesting to do this must submit a plan for the room layout in this amendment.

Student laboratory space in Biological Sciences will be made available to the preparation of course material such as demonstration videos of laboratory procedures. All course preparation work will include 2 m physical distancing and follow SRS "UBC Employees COVID-19 Essential In-person Meetings/Trainings Guidance". A floor plan for the laboratory space to be used is attached (Appendix B) indicating all the work sites to be used for proposed an in-person laboratory course. For the purpose of the development of course materials only one work site will be used at a time with a maximum of four occupants.

8. Facilities that should be added to Science list of critical/essential in-person facilities:

None.

Appendix A

Sample of lab flow in larger labs at LMRS:

MAXIMUM OCCUPANCY FOR 225 AND ADJOINING ROOMS=7

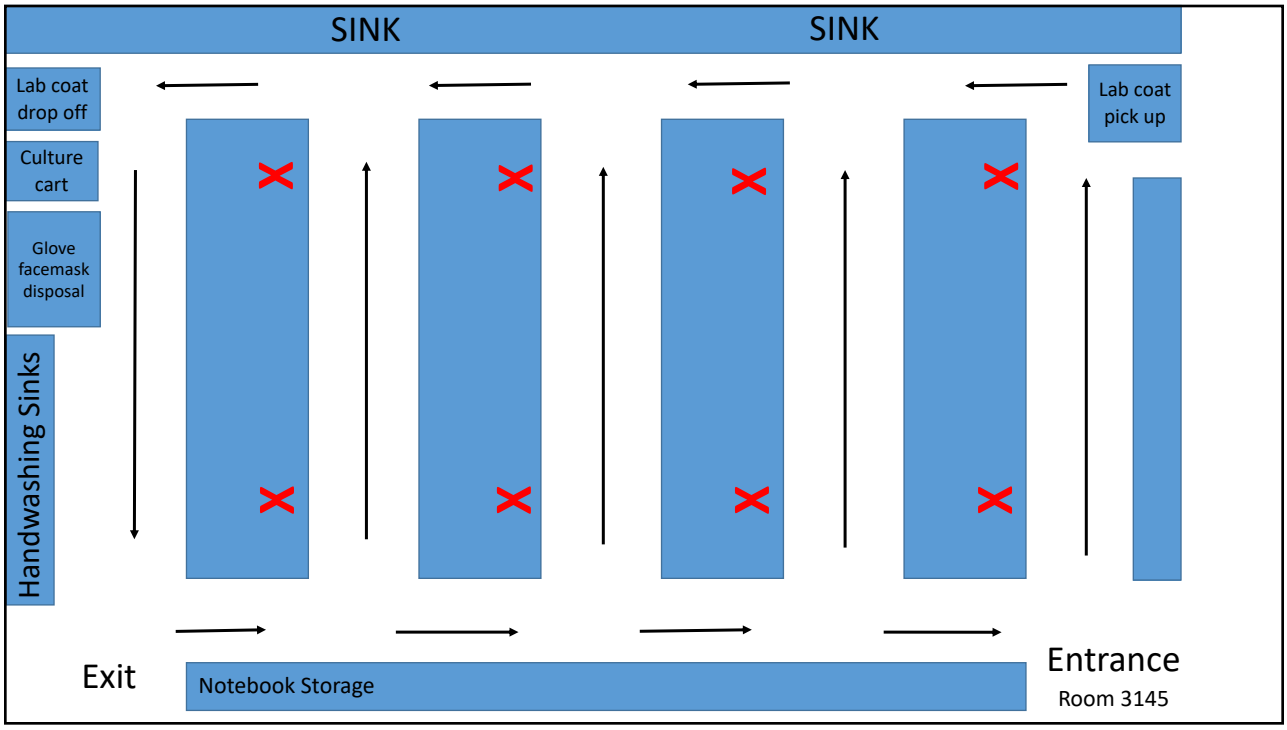
ROOM #	MAX OCCUPANCY	
225 MAIN LAB	3	
225A FREEZER ROOM	1	
225B TISSUE CULTURE ROOM	1	
227A WEIGH ROOM	1	
227B OFFICE	1	
TOTAL	**7**	

MAXIMUM OCCUPANCY FOR 235 AND ADJOINING ROOMS=6

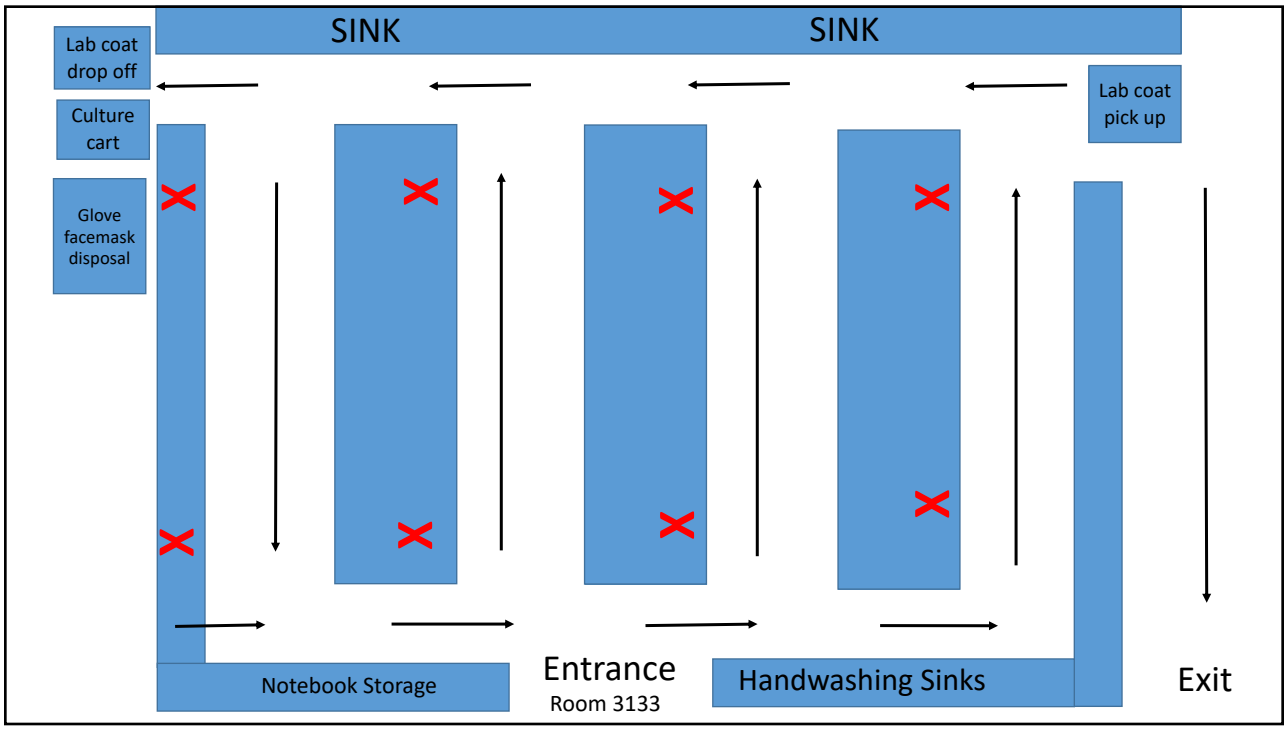
ROOM #	MAX OCCUPANCY	
235 MAIN LAB	4	
235A WARM ROOM	1	
235 FREEZER ROOM	1	
TOTAL	**6**	

- WITHIN EACH LARGE LABS EACH ISLAND WILL ONLY HAVE ONE OCCUPANT INSTEAD OF TWO
- EACH ROOM ONLY USES NORTH SIDE OR SOUTH SIDE OF BENCH ISLANDS SO NO ONE IS FACING EACH OTHER
- BENCHES ARE MORE THAN 8 FEET APART, SO PHYSICAL DISTANCING IS ASSURED

- UNIDIRECTIONAL FLOW WITHTWO DOORS PER ROOM ASSISTS WITH PHYSICAL DISTANCING


SINK
SINK
Lab coat drop off
Culture cart
Glove facemask disposal
Handwashing Sinks
Lab coat pick up
Exit
Notebook Storage
Entrance
Room 3145

3


SINK
SINK
Lab coat drop off
Culture cart
Glove facemask disposal
Lab coat pick up
Notebook Storage
Entrance
Room 3133
Handwashing Sinks
Exit

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