UBC is starting Phase/Stage 2 of the COVID-19 response. Timing of the restart and requirements may vary by Faculty. This form is intended to amend the original workspace plan submitted as part of the Phase 1 return to research. The amendment will be reviewed by members of the Local Safety Team and/or by others appointed by the Director of AMPEL.

During Stage 2, the overall laboratory occupancy should be the lower of either 2/3rds of normal occupancy, or the maximum number of people allowable given physical distancing requirements and access considerations. Weekend (7AM-6PM) access may now be requested. Faculty office use may be allowed in a limited number of cases.

In this document, workspace plan refers to the Return to Research document or Workspace Safety Plan that was filled out an approved as part of phase I. Stage II refers to the next phase (Stage 2 follows Phase 1).

1. Occupancy

Normally occupancy will stay the same as it was in Phase 1, unless modifications are requested. If changes are requested, please indicate the new occupancy levels and provide a map depicting the individual workstations. Include a 2 m diameter circle for scaling. Also provide arrows indicating directions of circulation, if appropriate.

We expect that the new lab space in BRIM 344 would have a normal occupancy of 12 individuals. We are therefore requesting that BRIM 344 have a maximum occupancy in Stage 2 of 8 individuals (2/3rds of expected normal occupancy). See below for a map of individual workstations.
Floor plan of BRIM 344 with 2 meter diameter individual workstations indicated by red, dashed circles

Version: July 26th, 2020
BRIM 279 will continue to have a normal occupancy of 14 individuals with a Stage 2 maximum occupancy of 8 individuals (~2/3rds of normal occupancy). See below for a map depicting individual workstations.

Floor plan of BRIM 279 with 2 meter diameter individual workstations indicated by red, dashed circles.

Version: July 26th, 2020
2. Updated Access List for Laboratory Space:

How many researchers and others normally have access to the laboratory space?

**BRIM 344:** new laboratory with 40 expected to access the space (12 regular users, 28 occasional users)
**BRIM 279:** 40 (14 regular users, 26 occasional users)

*How many do you plan to have return at this time? Only those for whom access is important for completing their work should be admitted.*

**BRIM 344:** 16 (9 regular users, 7 occasional users)
**BRIM 279:** 24 (11 regular users, 13 occasional users)
3. Working within 2 m:

Working in close proximity should be avoided where possible. Double protection is required (face mask plus face shield) for people working within 2 m. Nitrile gloves and a lab coat are recommended.

Are there situations (training, special procedures etc.) where two or more people will need to work in close proximity?

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NO

Please describe the situations, including frequency, duration, and any hazards associated with them. How will the hazards and COVID-19 risks be mitigated? If already covered in the workplan, simply mention this and refer to the section/page.

4. Weekend and After-Hours Access:
Access is now possible on weekends from 7 AM to 6 PM. During the weekends occupants should not make use of building common areas, except washrooms. Only the washroom nearest to the lab should be used. Do you plan to have researchers access the lab over the weekend (Saturday/Sunday 7 AM to 6 PM) or after hours?

YES to weekend access, NO to after hours access.

After Hours: Normally access between 6 PM and 7 AM is not permitted. If such access is needed, please justify it. For after-hours work, researchers must not impede building cleaning, and should post signage if working during cleaning times.

Describe how will occupancy limits and records of those who were present in the lab will be maintained. You may refer to the pages and sections of the Phase I workspace plan if there are no changes.

Records and scheduling of those present in the lab will continue to be maintained using an online Google Calendar as described in section 5 or the Phase 1 workspace plan. Lab members will use this calendar to ensure that occupancy limits are followed and that they are not working alone.

5. Supervision and Working Alone
Please outline any working alone, supervision and other safety procedures. If the procedures have not changed since Phase I, please refer to the relevant section(s)/pages in the workspace plan.

Procedures remain the same as in section 6 of our Phase I plan. Researchers are not allowed to work alone and will have at least one ‘buddy’ present in the lab with them. We will use this buddy system to ensure safe workplace protocol.

If a researcher does need to work alone, they must review the Work Alone procedures and submit a Work Alone form - both located on the UBC SRS website. This form will outline any hazards and a check-in plan. (https://srs.ubc.ca/health-safety/safety-programs/personal-safety/6969-2/)
For example, one hazard is working with nitric acid and the risk of a potential spill would require a plan with check-ins every 4-8 hours.

6. Faculty Offices

Version: July 26th, 2020
The Faculty level stage II plan limits the number of faculty returning to 25%. All returning faculty must complete the mandatory safety training. If you are requesting the use of faculty offices, please outline the rationale. Due to the limited access allowed at this time, we may not be able to approve all requests.

7. Staff and Researcher Office Space
Researchers and office staff who can work from home are expected to continue to work from home. Please contact the AMPEL Director if you have a need to use office space in Brimacombe.
I/We agree to abide by the procedures described in the approved phase I workspace plan, as amended by this document. I/We will ensure that all researchers and staff who have access to the spaces covered in this document are aware that they also need to abide by these procedures, and that they complete safety training, including COVID-19 training, before returning to work. They have been made aware of physical distancing requirements, procedures for working in close proximity (where relevant), scheduling, working alone procedures and other safety considerations. I/We will arrange to keep track of and maintain records of occupancy during the period of COVID-19 restrictions. I/We will arrange for records of completed training and of the procedures (workspace plan and this amendment) to be accessible from the workspaces. Occupancy limits will also be posted in each space.

Principal Investigator (Director or Manager in case of shared facilities)
Name: Curtis Berlinguette
Date: November 18, 2020
Signature: Signed

Additional PI/Manager (copy as needed)
Name: Signature:
Date:

Approvals
Director of AMPEL or Designate
Name: John D Madden
Date: 19 November 2020
Signature:

Department Head or Designate
Name: Signature:
Date: