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
Normal 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.

(No response required. Leave blank unless changes are requested.)

2. Updated Access List for Laboratory Space:
How many researchers and others normally have access to the laboratory space?

20 people

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.

19 people

Please provide a list of all those who you wish to have access to laboratory space in Stage II.

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?

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

Measures were implemented during the Phase I and described in details on p. 4, section 9 of BRIMACOMBE PI Request to Restart Research: Phase I only.

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

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.

Our experiments naturally take a long time (more than 24 hours) and it is necessary to monitor the facility all the time and therefore to stay after hours and over the weekends. The interruption of the experiments in the evening and restarting it in the morning is not possible as samples have a limited lifetime sometimes 24-48 hours and all this time must be used for obtaining the data.
We will post signs on the door of the lab warning custodians and other staff.

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.

Please see p. 2, section 6 of BRIMACOMBE PI Request to Restart Research: Phase I only.

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.

In preparation for each task, we will plan the schedule and inform all involved people who will be working in the lab at the same time. On a daily basis, the team will coordinate their arrival and departure timing to assure that no one working in the lab alone.
In rare cases of someone had to leave due to emergency and leave a single person in the lab, a constant communication between the person and someone from the lab will be maintained using phone or zoom.

6. Faculty Offices
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.
A. Damascelli will come to the building and make use of his office for coordinating the work in QMI, with a frequency of approximately two days a week, and for a total time of probably about 10-15 hours a week. Activities that will require Andrea to be in will include hiring QMI personnel (a new faculty member and a new managing director, as well as new technical/scientific staff members), supervising laboratory renovations and development, production of promotional material such as for example for the Max Plank – UBC joint PhD program. This will require Andrea’s presence in the building. He will use mainly his office 461A, as well as walk through some of the labs in QMI (e.g. but limited to 463 and 479 labs).

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.

Signatures

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: Andrea Damascelli Signature: ***Signed***
Date: September 14, 2020

Additional PI/Manager (copy as needed)

Name: Signature: 
Date:

Approvals

Director of AMPEL or Designate

Name: John D Madden Signature: ***Signed***
Date: 15 September 2020

Department Head or Designate

Name: Colin Gay Signature: ***Signed***
Date: September 24, 2020