COVID-19 Workspace Safety Plan Stage 2, second amendment for AMPEL 111 and 245

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).

This amendment includes only changes to the original stage 2 amendment approved in Aug 2020.

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.

Rm 111: No change to occupancy limits.

Rm 245: Current occupation limit is 4 people; policy regarding physical distancing is shown here:

- Rm 245 will be divided into 4 “bays”, physically separated by double-rows of desks (3 of the 4 bays) and a small walled-off area (the 4th bay) that used to serve as a lounge. Each bay may be booked by one person (each) at a time, using LabAgenda. For comparison, up to 8 people at a time were previously working in Rm 245. One of the 4 bays will serve as exfoliation area for 2D materials, and another for vanderWaals stacking of 2D materials; both of these functionalities are being moved to 245 from 346, as that room is too small to accommodate many users given physical distancing requirements. Those 2D-related bays can be booked by either Folk group or Ye group members. The other bays in 245 can be booked only by Folk group members.

Occupancy will be increased from 4 to 6, 75% of the full occupancy for the room, and to allow 2 people per bay when 2m separation can be maintained except that only 1 person is allowed in 245A (the semi-enclosed room within 245). Separate entrance and exit doors will be marked by signs and arrows on the floor.

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

No changes

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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Phone Number</th>
<th>Email</th>
<th>Already Approved?</th>
<th>Trained for lab work?</th>
<th>Weekend access?</th>
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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?

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.

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?

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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.

We have changed our monitoring approach. Each researcher now tracks when they enter and leave each room with “hourtracker” ([www.hourstrackerapp.com](http://www.hourstrackerapp.com)), then will email gdevgroupcovid@gmail.com every day with either their hours or the fact that they were not in lab all day. These records will be available when needed.

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.

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. Prioritization will be based on (in order): 1) Floor wardens or similar roles, 2) Those who do not have access to appropriate working environments elsewhere, 3) Those performing research in the lab, especially early career researchers, and 4) Those with other strong justifications.

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.

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Brimacombe COVID-19 Safety Plan: Stage 2 Amendment

Principal Investigator (Director or Manager in case of shared facilities)

Name: Joshua Folk  
Signature: Signed 
Date: 11/23/2020

Additional PI/Manager (copy as needed)

Name: 
Signature: 
Date:

Approvals

Director of AMPEL or Designate
Name: John Madden  
Signature: Signed 
Date: 25 November 2020

Department Head or Designate
Name: Colin Gay  
Signature: Signed 
Date: Nov 25, 2020

Version: July 26th, 2020