COVID-19 Workspace Safety Plan Stage 2 Amendment for:
Jones, Ultrafast Spectroscopy lab, Brimacombe 181

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 and 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.

Currently 181 is approved for 2 people. We would like to expand it to 3 people. See attached map.

(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?

13 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.

13 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?

No

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?

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.

Generally we will not require after hours access to 181.

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 check-in every four hours between the person and someone from the lab will be maintained using phone or Slack.

We are also beta testers on the new UBC work alone App

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.

David will come to the building and make use of his office approximately one day a week and for a total time on average of 5 hours a week. Hopefully, this can be a Monday or Thursday given his teaching schedule.

There are two PhD students of his working on laser development and spectroscopy projects and after 6 months of working alone, they have come to the point where it is necessary for David look over their setup to offer insights and advice on occasion. He will use mainly his office 241 as well as occasionally walk through labs 181, 479 and 045 when occupancy loads allow and when appropriate.

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: David Jones Signature: ***Signed***
Date: Oct 21, 2020

Additional PI/Manager (copy as needed)

Name: Signature:
Date:

Approvals

Director of AMPEL or Designate

Name: John D Madden Signature: ***Signed***
Date: 26 Oct 2020