UBC is starting Phase/Stage II 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 I/Stage I 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 II, 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 access may now be requested. Office use may also be requested, as described below.

1. Occupancy
Normally occupancy will stay the same as it was in Phase/Stage I, 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?

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.

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

If Yes, describe the situations, including frequency, duration, and any hazards associated with them. How will the hazards and COVID-19 risks be mitigated? If you have already covered these in your original workspace plan, please refer to the section and page number where it is discussed.
4. Weekend and After-Hours Access:
Access is now possible on weekends. During the weekend (and after hours in general), occupants should not make use of building common areas, except washrooms. Only the washroom nearest to the lab should be used. Researchers must not impede building cleaning, and should post signage if working during cleaning times. Do you plan to have researchers access the lab over the weekend (Saturday/Sunday 7 AM to 6 PM) or after hours?

NO

After Hours: Standard hours will be 7 AM to 6 PM. If you are requesting access during hours outside that range, please explain the need.

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/Stage I workplan.

5. Faculty Offices
The number of faculty returning should not exceed about 25% in stage 2. All returning faculty must complete the mandatory safety training and must be . If you are requesting the use of faculty offices .

This year, I am chairing the Lectures in Modern Chemistry, the main "colloquium" for the Chemistry department. I require my office from 11:00 til 14:00 on Tuesdays – to have access to high speed network and a private space.

My office AMPEL 317 has a locked door and it's occupancy limit should be 1.

6. Staff and Researcher Office Space
Researchers and office staff who can work from home are expected to continue to work from home. However, with permission of the Director of AMPEL, staff and researchers may be permitted to use their offices. Physical distancing rules apply, and typically only one person will be permitted per office.

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.

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. All users of my space will complete the Brimacombe user access agreement (copy below). Occupancy limits will also be posted in each space.

Principal Investigator (Director or Manager in case of shared facilities)
Name: W.A. MacFarlane
Date: Sept. 11, 2020
Signature: *** Signed***

Approvals
Director of AMPEL or Designate
Name: John D. Madden
Date: 11 September 2020
Signature: *** Signed***

Department Head or Designate
Name: Michael Wolf
Date: Sept 11, 2020
Signature: *** Signed***