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.

**Brimacombe 248A/B:** Phase 1 - Max. 1 person in either 248A or 248B.

**Phase 2:** Max.1 person in lab 248A and 1 person in lab 248B.

**Brimacombe 246:** max. capacity of 2 people will be maintained in phase 2.
2. Updated Access List for Laboratory Space:
How many researchers and others normally have access to the laboratory space?

NORMAL OPERATIONS
Brimacombe 246 – up to 5 people in the lab
Brimacombe 248A – up to 2 people
Brimacombe 248B – up to 4 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.

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.

This is already addressed in section 2.2 (pages 2 and 3) of the workspace plan.

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? 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.

Yes, weekend access is requested for 5th year PhD students, Nicolas **** and Mariana *****. Both of them are in the final year of their PhD and require the weekend access to wrap-up their experiments within the scheduled timeframe.

After-hours access is not required.
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.

This is already described in sections 3.4 and 3.5 (pages 4 and 5) of the workspace plan. There will be a separate record (sign-up sheet and sanitization checklist) for each 248A and 248B in phase 2.

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.

Final year PhD student Nicolas *** and Mariana **** can work in labs 246 and 248A/B alone. While working alone, they will update the other person every hour via a call, message or email (i.e. if Nicolas Romualdi is working alone, he will update Mariana Rodrigues each hour, and vice versa). If there is no communication for over an hour, the person to be updated will call to check the safety of the user. If the user is not picking up the call, the person will visit the lab and check for safety of the user. Nicolas **** and Mariana ***** both live on campus and can visit lab for safety check on short notice, if need be.

For all other users, working alone policy will continue to be as described in section 4 (page 4) of the phase 1 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.

No request to use faculty offices in Brimacombe.

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: Warren Poole  
Signature: ***signed***  
Date: Sept 22, 2020

Additional PI/Manager (copy as needed)

Name:  
Signature:  
Date:

Approvals

Director of AMPEL or Designate

Name: John D Madden  
Signature: ***signed***  
Date: 23 September 2019

Department Head or Designate

Name:  
Signature:  
Date: