

Stoll Lab Plan for In-Person Research

Last updated: September 21, 2020, in accordance with State Phase 2 Guidelines and UW's Office of Research

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Locations: BAG 002 (office), BAG 092 (lab), BAG 120 (office), BAG 326 (lab)

Researchers:



General Guidelines

1. Follow all the guidelines in this document, plus any guidelines you receive from the Department or Campus administration. Ask Stefan and Lizzy if you have questions.
2. Be **present in the labs only as long as necessary for conducting experimental work**.
3. **All work that can be done remotely must be done remotely**. This includes data analysis, computation work (coding, simulations, etc.), reading, writing, etc.
4. All lab personnel have the **right to opt out** of in-person research. If you feel this right is being violated, contact chair of the safety committee, Forrest Michael (michael@chem.washington.edu). If you feel the matter is not satisfactorily resolved, you may choose to contact UAW4121 at uaw4121@uaw4121.org.
5. All in-person activities (including training) **must be voluntary** and at least a **6 foot physical distance must be maintained** between people at all times. In circumstances where it is necessary for the safety of the researcher and/or equipment to have two people within 6 feet of each other (e.g. moving the RF amplifier off of the heat exchanger to check the water level) only do so if you have been strictly following [Washington State's Phase 2 guidelines](#) and wash or sanitize hands immediately after 6 foot physical distance can be maintained.
6. **Visitors must be limited to essential visitors** (e.g. waste collection or emergency access) and must sign the visitor log (page 5). All other visitors are not allowed in the labs and offices.

Training Guidelines

7. **Default to online trainings whenever possible**. If you are going into campus to receive or perform training, it is expected that you are following [Washington State's Phase 2 guidelines](#).
8. **EMX Training**: should only be conducted for new users if required for experimental needs (e.g. LHe cooling). All other new users should be directed to the EMXnano in the NMR facility.
9. **LHe**: Do not train new users on LHe for the duration of Phase 2. If two people are needed to lift the transfer line (i.e. for 250 L dewars), wear masks, and minimize the time spent near each other while still following normal LHe safety protocols. Assistance of this type is voluntary.
10. **E580 Training**: experiment training may be conducted via Zoom screen sharing. Both the Linux and Windows computers have Zoom installed. Additionally, 6 foot zones have been marked on the floor by the spectrometer and computers to guide physical distancing.

11. **Wet Lab:** Default to zoom training if possible. The SOP catalogue developed this summer should be used as the first step in training. If it is absolutely necessary for training purposes to be done in person, both trainers and trainees must come to the situation voluntarily and wear masks. If two people are working at the same time in the wet lab, the floors have been marked with squares 6 feet apart.
12. **General Training:** Before performing new experiments independently, the new group members will discuss a detailed plan and a risk assessment with a senior student in a virtual meeting. When a first-year student is doing a new experiment, there will always be a senior researcher present in the nearby lab or office space.
13. **Particularly Hazardous Tasks:** in the Stoll lab this is effectively limited to flame sealing tubes. Senior students will perform particularly hazardous tasks for new students for the duration of Phase 2.

Health Guidelines

14. We encourage everyone in the lab to sign up for the [Husky Coronavirus Testing program](#).
15. Do not come to campus if you are experiencing any of the following symptoms of COVID-19 infection:
 - Fever or sense of having a fever
 - Cough that you would not attribute to another health condition
 - Shortness of breath that you would not attribute to another health condition
 - Muscle aches that you would not attribute to another health condition or that may have been caused by a specific activity, such as physical exercise.
 - Respiratory symptoms, such as sore throat, runny nose/nasal congestion or sneezing, that you would not attribute to another health condition (like seasonal allergies).
 - Chills or repeated shaking with chills that you would not attribute to another health condition.
 - Loss of taste or smell that you would not attribute to another health condition.**If you have any of these symptoms, stay home and contact your healthcare provider.**
16. If you develop any of the symptoms listed in 14 while at work, immediately go home and contact your healthcare provider. Consult the [UW Coronavirus FAQ](#) for the proper action in the event of a suspected case of COVID-19.
17. If you have been in proximity to someone with COVID-19, stay home and follow the instructions of your healthcare providers.
18. If you have tested positive for COVID-19, notify EH&S [Employee Health Center](#) at emphlth@uw.edu or 206-685-1026 ASAP. If you are comfortable doing so, you may notify Stefan and/or Paul Miller (paulmil@uw.edu (206) 543-1612) of your positive COVID-19 test.
 - The identity of individuals who have or may have COVID-19 is handled as protected information.
 - EH&S will provide guidance on communicating to staff (as appropriate).
 - EH&S will notify individuals who had close contact with the ill person up to 48 hours prior to the development of symptoms.
 - EH&S will provide close contacts with public health recommendations that may include staying home and monitoring their health for 14 days.

- EH&S will evaluate the locations where the person spent time on campus for enhanced cleaning and disinfection.
19. Develop a **personal transportation plan** that minimizes proximity to other people. Consider cycling, walking, scooting, or driving rather than using public transit. Wear a mask or face covering if you will come closer than 6 feet within another person during transit.
 20. Assume that everyone (including yourself) may be an asymptomatic carrier. Use appropriate precautions as **transmission may still occur with people displaying no symptoms**. This includes frequent hand washing and using a mask that covers the nose and mouth when in an enclosed space.

Self-attestation, Scheduling, and Communicating On-Campus Presence

21. Communication before you go to campus:
 - Fill out the “**Working On-Site COVID-19 Symptom Attestation**” form on [Workday](#) to attest that you are symptom free. This **must be done each day you go in, before you go in**. This form helps EH&S with contact tracing if needed.
 - Notify the entire group on Slack **#oncampus** that you are planning to go in. Do not go in if over-occupancy of any room would result (see below).
22. Communication while on campus:
 - Notify the entire group on Slack **#oncampus** before you head to campus to avoid overcrowding. Please also message **#oncampus** when you are entering a room and when you are leaving it.
 - Put a sticky note on the outside of the door you are working in to notify others (particularly non-lab members) that the room is in use. Remove it when you leave the lab.
23. Communication after leaving campus:
 - Notify the entire group on Slack **#oncampus** that you are leaving campus.

Lab Occupancy – Social and Physical Distancing

24. The number of lab personnel in each room is limited. Strictly adhere to the following lab-specific guidelines (maps are shown at the end of this document):
 - **BAG 326 – Wet lab – 2 people maximum**, walking in clockwise direction around the central lab bench. Stay 6 feet apart at all times, masks are necessary if there is another person in the lab, even if the 6 foot distance can be observed. Leave promptly after cleaning up from experiment and disinfecting all touched surfaces.
 - **BAG 092 – EPR lab – 3 people maximum** (1 per spectrometer). Stay 6 feet apart at all times, masks are necessary if another person is in the lab, even if the 6 foot distance can be observed. Leave promptly after cleaning up from experiment and disinfecting all touched surfaces.
 - **BAG 002 – Office** – For the duration of Phase 1, any work that can be done off site, must be done off site. **Maximum of 3 people** with empty desks between them.
 - **BAG 120 – Office** – For the duration of Phase 1, any work that can be done off site, must be done off site. **Maximum of 1 person**.

Cleaning and Disinfecting our Spaces

25. To reduce any risk of exposure, every individual who uses the lab space is required to disinfect surfaces **both before and after use.**

- a) Wash hands thoroughly for at least 20 seconds using soap.
- b) As is normal for lab, wear gloves, replace them often, and wash and dry hands thoroughly when switching gloves. As normal, do not touch your face or personal non-lab items with gloved hands.
- c) Disinfect all surfaces you intend to use or might use.*
- d) Wear proper PPE during all work.
- e) Use plastic chairs in the EPR lab, as cloth chairs cannot be properly sterilized after use.
- f) Once work is complete, or if you are leaving for any extended period of time, disinfect all surfaces used, including cabinet and drawer handles and doorknobs.*
- g) Properly dispose of gloves to avoid contamination on skin.
- h) Wash hands thoroughly for at least 20 seconds using soap.
- i) Practice good general hygiene, including frequent handwashing, washing cloth masks in hot water after each use, and wear freshly laundered clothing.

*For wet lab spaces, use 70% EtOH, 70% isopropanol, or 10% bleach, wait two minutes before wiping up. For offices and EPR lab, use Lysol/Clorox wipes or 70% isopropanol spray.

Ongoing/Shared Tasks

26. Before leaving the lab:

- Turn off all hotplates
- Close sashes on hoods
- Turn off spectrometers, including water supply and return. (unless running overnight)
- Decontaminate all solid and liquid waste with designated disinfectant (not autoclave)
- Turn off lights
- Close windows (labs and office)
- Take home any textbooks, laptops, valuables, chargers, food, etc.

27. Ongoing:

- Promptly dispose of biohazardous waste by decontaminating with bleach or other decontaminant
- Clean out dishware immediately (don't leave them in the sink)
- Take photos of lab notebook pages
- Notify others of ongoing (overnight) spectrometer measurements

Links to Resources

Self attestation: [COVID-19 symptom attestation policy for academic personnel](#) and the [COVID-19 employee symptom attestation for staff, student workers and others who work on-site at UW](#) (contingent workers, stipend, etc.).

[EH&S COVID-19 Health and Safety Resources](#) - includes guidelines for cleaning/disinfection, EH&S operations, guidance for researchers, PPE, and requirements for COVID-19 prevention.

EH&S [COVID-19 Enhanced Cleaning and Disinfection Protocols](#) may be performed.

Hand hygiene: [WHO brochure](#)

HOW TO HANDRUB?



Department of Chemistry Visitor COVID-19 Symptom Attestation for Working On-Site

Since your last day of work, or since your last visit to a University facility, have you experienced any of the following symptoms:

- A new **fever** (100.4 F or higher) or a sense of having a fever?
- A new **cough** that you cannot attribute to another health condition?
- New **shortness of breath** that you cannot attribute to another health condition?

- A new **sore throat** that you cannot attribute to another health condition?
- New **muscle aches** that you cannot attribute to another health condition or that may have been caused by a specific activity, such as physical exercise?
- New **respiratory symptoms**, such as sore throat, runny nose/nasal congestion or sneezing, that you cannot attribute to another health condition?
- New **chills or repeated shaking with chills** that you cannot attribute to another health condition?
- New **loss of taste or smell** that you cannot attribute to another health condition?

If you are sick or have one or more of the above symptoms:

- You must stay home or leave the UW facility at which you are working.
- Follow your department's procedure for calling out sick or requesting to work from home.
- Contact your health care provider for medical guidance.

I attest that prior to coming onsite on today's date that I do not have any of the above symptoms.

I have read and agree to the above statement.

I attest that I do not have any of the above symptoms.

Visitor location: _____

Date: _____

Signature: _____

Lab and Office Maps

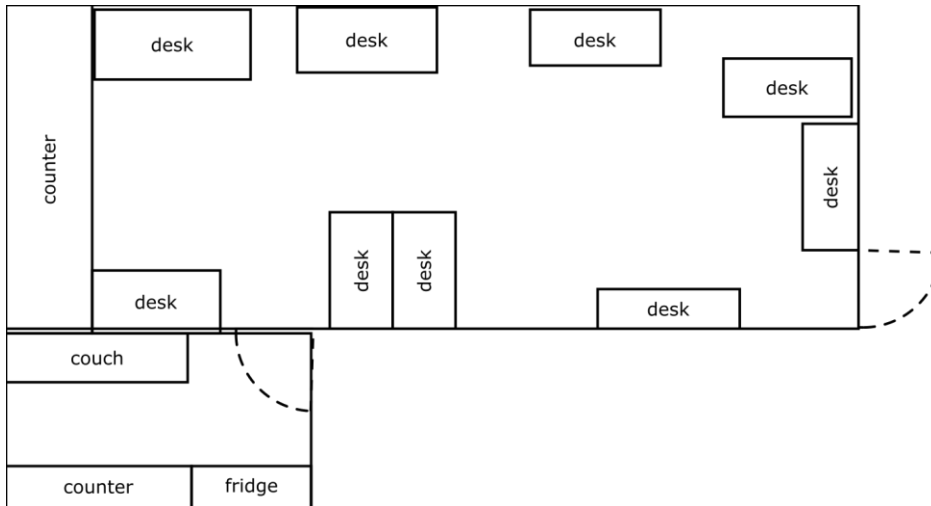
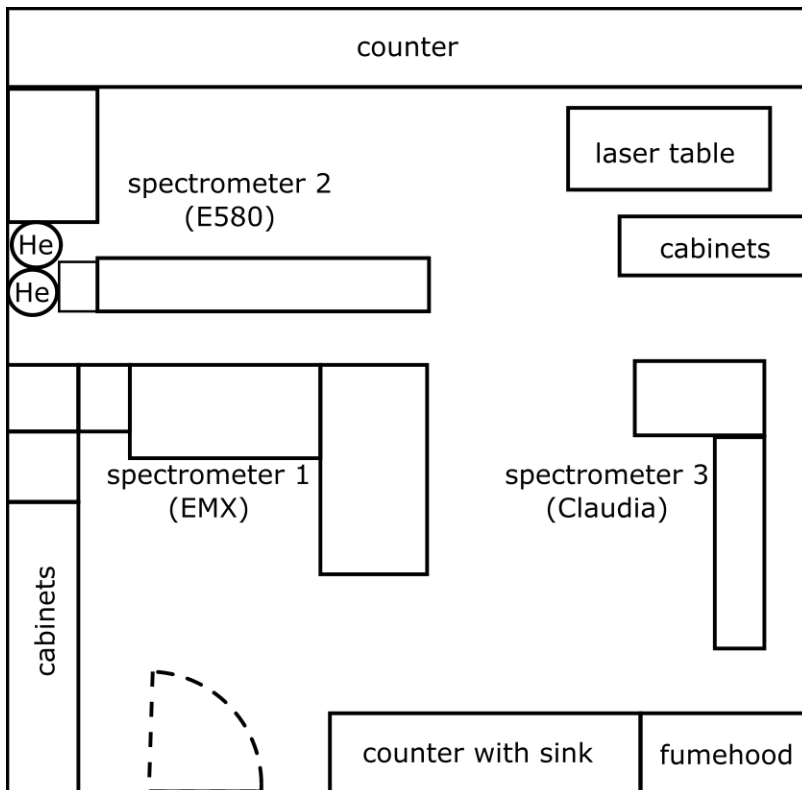


Figure 1. **BAG 002 – Office:** For the duration of Phase 2, any work that can be done off site, must be done off site. **Maximum of 3 people** with empty desks between them.



- Figure 2. **BAG 092 – Lab:** For the duration of Phase 2, any work that can be done off site, must be done off site. **Maximum of 3 people, one per spectrometer.**

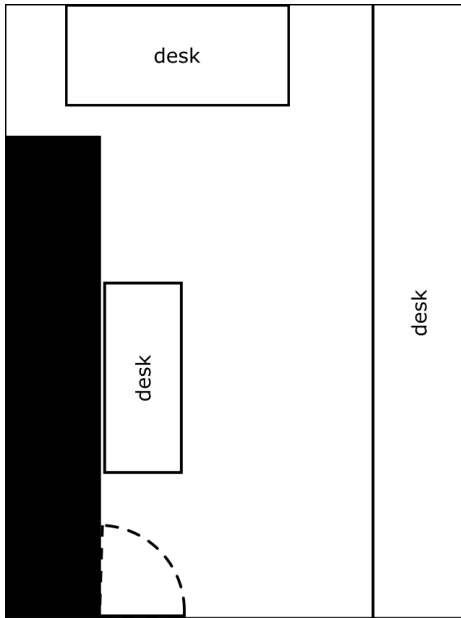


Figure 3. BAG 120 – Office: For the duration of Phase 2, any work that can be done off site, must be done off site. **Maximum of 1 person.**

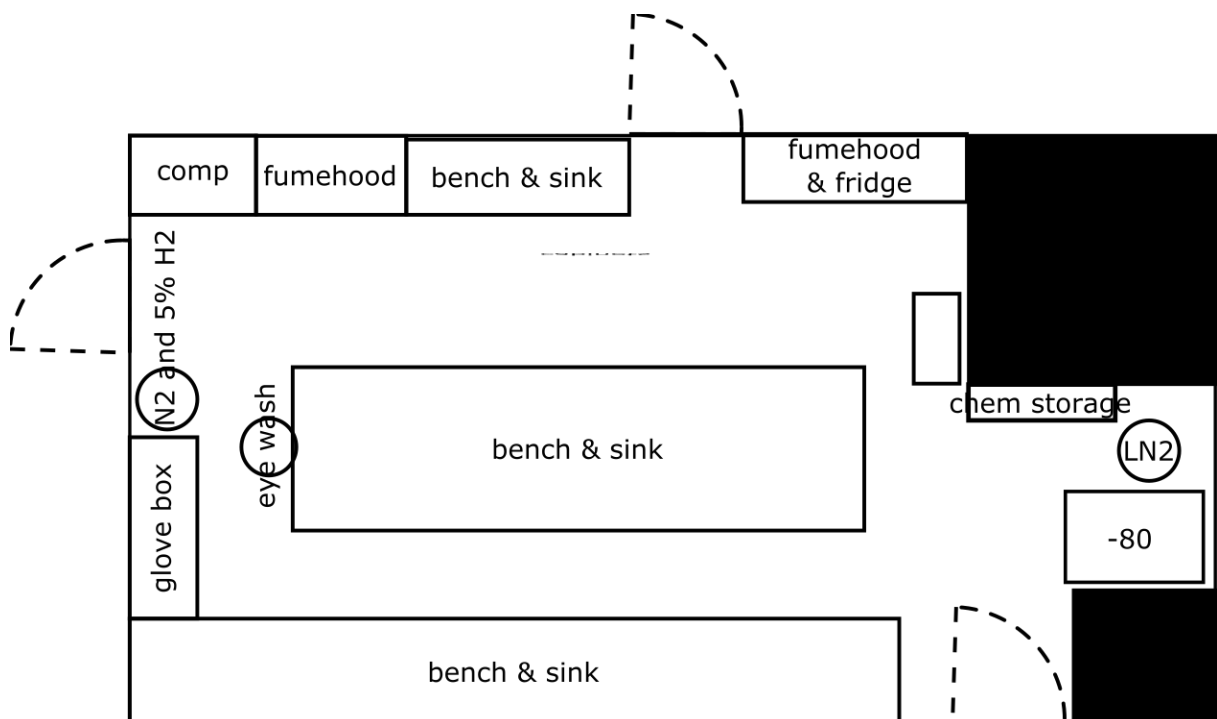


Figure 4. BAG 326 – Lab: 2 people maximum, walking in clockwise direction around the central lab bench. Stay 6 feet apart at all times, masks necessary if there are two people in the lab, even if the 6 foot distance can be observed. Leave promptly after cleaning up from experiment and disinfecting all touched surfaces.