OVERVIEW

Researchers that had access to the MRL building prior to the Covid shutdown can regain access by completing all the requirements for building access posted at mrl-covid-19-operations. New researchers that never had access to MRL building labs should contact the lab manager or safety delegate first to complete lab-specific requirements before requesting building access.

**Note:** All in-person training in MRL needs prior approval by the lab manager.

**Daily Conditions for Lab Entry**

**Preconditions:**

- Complete all requirements for building access at the MRL Covid-19 Operations website. Contact the lab manager or safety delegate to ensure you have completed any requirements for lab access. Each lab has their own separate safety requirements.
- Before your first visit to the building, confirm your electronic access with Sylvia Vogel (sylvia@mrl.ucsb.edu) after completing all the requirements.
- All new and existing researchers and staff working on campus are required to get the covid vaccine, consistent with University policy. You can document it at SHSGateway.
- Any unvaccinated researchers and staff working on campus are required to get the free weekly test for asymptomatic individuals, offered by the University through Student Health Services (SHSGateway). Unvaccinated individuals should have a negative covid test prior to reporting to work.
- All new and existing researchers and staff working on campus are required to get a flu vaccine consistent with University policy. You can document it at SHSGateway.
- Do not use anyone else’s card or let anyone else use your Access card to get into any building. This is important for contact tracing if necessary.
- Notify PI and/or lab managers of illness and/or Covid exposure, PI's to inform Building Committee. The Building Committee will follow UCSB protocol for reporting and informing occupants that were in close* contact with an individual with suspected or confirmed Covid.
- Follow CDC and SB County guidance for what to do if you are sick or exposed. SB Co: What To Do if You Get Sick  CDC: How do I know if I should quarantine?
- Building access for researchers is Sunday – Saturday, 8 AM – 12 AM in PI labs and 24/7 in shared analytical labs. Check the lab-specific SOP for details.
- DSRs and lab managers have the authority to revoke access based on safety concerns.
SOP Covid Stage 4b Building Access/Operation

• The MRL follows the enforcement policy of the College of Engineering (CoE). Researchers are given 3 warnings for non-compliance before losing access to the collective Cluster 4 CoE buildings. Access is regained by submitting a remediation proposal to the Cluster 4 Building committee. Details of the policy can be found at CoE research-ramp up.

* The CDC currently defines close contact as 15 cumulative minutes within a 24-hour period at a distance of less than 6 feet (with or without a mask). This definition is constantly evolving.

Scheduling Guidelines & Personnel Density
Scheduling:
• Office and kitchen use is permitted. All office users must complete the WSSP and follow the guidelines therein. Email your WSSP to sylvia@mrl.ucsb.edu to reinstate your building access.
• You no longer need an FBS schedule to enter the MRL.

Personnel Density:
• We no longer have to monitor the density of people in the building and labs are not limited.
• Cleaning and maintenance on the building are completed from 3 AM to 10 AM. Maintenance crews should always obey the building policies regarding masks and social distancing. Please report to the building committee if you see otherwise.

Building Policies and Procedures
Traffic Flow:
• Hallways are no longer one way. Look down the hallway when exiting the lab and yield to anyone who may already be walking there.
• Doors to the upstairs areas are unlocked now.
• Obey signs indicating PPE requirements.
• In case of emergency or fire alarm, exit the building in safest route possible in accordance with standard exit procedure.

PPE/Safety Equipment:
• Masks are required at all times indoors on campus and in the MRL. Disposable face coverings/masks are available at the PPE stations, if needed. Fabric face coverings will be provided to approved researchers by EH&S.
• Office users can get a face covering in the admin wing of the MRL from a staff member.
• Users should wear the mask or face covering specified by their lab manager based on the specific hazards present. Chemical and synthesis labs may require process-specific masks such as flame-retardant for working with flammable liquids or tube-sealing.
• If users wear their own mask or face covering in SFs, they must be approved by the manager.
SOP Covid Stage 4b Building Access/Operation

- Disposable gloves are provided at PPE stations and in labs. Gloves can still be worn at all times in the labs.
- Safety glasses or face shield or goggles (depending on hazards). Users should not share PPE if possible.
- Disinfectant spray/wipes (available at PPE stations in hall).
- Hand sanitizer (available at PPE stations in hall).

Building and Lab Entry

Initial Entry Procedures:

- Wear face covering inside the MRL building.
- Prior to entering the building, submit Daily Health Attestation survey at SHSGateway.
- With gloves, disinfect building door handle as well as laboratory workspace upon initial entry using 70% Isopropanol. This will include faucet handles, light switches, door handles, and any equipment or tools being used (knobs, switches, keyboards, and any touchpoints).
- After sanitizing the workspace, wash or sanitize gloved hands.
- First floor bathrooms are open you do not need to limit to 1 person at a time. Doors to both bathrooms are propped open.

Phase 4 Specific Lab Use

Lab Usage:

- Be cognizant of touching surfaces, avoid touching your face.
- Wash hands frequently for 20 seconds.
- Alcohol wash gloved hands frequently while in the lab.

Lab Exit

End of Use Procedures:

- Put all your materials away at the end of the day so that if necessary, the space may be cleaned.
- Spray or wipe down all touched surfaces with 70% IPA. Door handles and light switches can just be sprayed and allowed to dry. To wipe down, a kim wipe must be saturated with IPA and allowed to dry on the surface.
- Wash hands for 20 secs.
- Turn off lab lights.

Additional Phase 4 Safety Procedures

Notes:

- All approved researchers should carry their own pen and a sharpie.
SOP Covid Stage 4b Building Access/Operation

- Take the daily Health Attestation through SHSGateway. Complete the survey daily prior to coming to work. Externals should contact the lab manager for the On Demand survey.
- The College of Engineering has a Research Ramp Up website that includes researcher resources and details of the Enforcement Policy. https://engineering.ucsb.edu/information-research-ramp
- Any Admin staff should consult their supervisor and read and fill out the WSSP to use their offices.
- Report safety concerns to the MRL Building Committee mrlbuilding@mrl.ucsb.edu
- Anonymous report line for building or safety concerns link.