

Washington State University

Staged return to on-site research, scholarship, and creative activities

Version 1.2 - 08/25/2020

Washington State University research continues to exhibit resilience despite adversity. This document describes WSU's plan to resume research, scholarship, and creative activities in a staged manner, including system-wide efforts to assist researcher success. This resumption will be performed consistent with cognizant local, state, and national public health authority directives, and with appropriate risk management measures in place. Similar to Washington's [4-phased](#) "Safe Start" plan to reopen the state, the return to on-site research activities will look more like turning a dial than flipping a switch.

Summary of required action: To continue to ensure safety, each Principal Investigator (PI) and research leader must implement modifications to policies, procedures, and resources supporting returning to on-site activities, including:

1. Commitment to return to on-site research safely, including having reviewed the *Guidelines for return to on-site research activities* ([appendix I](#)), and ensuring all researchers complete COVID-19 safety [training](#) prior to any resumed activities;
2. Thoughtful [prioritization](#) of your research projects and creative activities;
3. Completion and [certification](#) of the *Checklist and Written Plan* ([appendix II](#)).

Each PI or research leader **MUST certify** the attached Guidelines and Checklist and **submit** to their department chair and local campus unit director (as applicable) for their concurrence. The final signed copy must be **displayed** within their research space (i.e., posted at the entrance) **before resuming** their research activities. Chairs and local campus unit directors, or their delegates, and safety professionals (e.g., Campus EH&S, [Safety Committees](#)) will assist in the periodic verification of the fulfillment of expectations, as selected research activities resume.

This guidance is intended for researchers planning to return to on-site activities as we move from our current status (Stage 1) to Stage 2, as described in the *Summary of Staged Approach* ([appendix III](#)). Although this guidance primarily addresses laboratory-based research, it contains applications for all on-site activities, including those conducted in shared research spaces, and some field research. Researchers working entirely remotely (i.e., from home), such as those performing simulations, analytical or theoretical work, researchers only using a private campus office and not involving human participants should review but do not need to complete certification. Those not returning to on-site activities at this time should notify their chair or local campus unit director and complete certification once they return at a later date.

Research activities inconsistent with the guidance provided, including research that cannot be performed with physical (i.e., social) distancing, will remain in current status (i.e., ramped down) until Stage 3 (see [appendix III](#)), at which time additional guidance will be provided. Specifically, the Office of Research has formed an additional working group to draft guidance to meet the needs of research involving human subjects. All plans should account for the potential need to modify activities (e.g., change stages) on relatively short notice as conditions evolve moving forward.

This guidance is in addition to WSU's [initial](#) (March 18, 2020) and [subsequent](#) (March 26, 2020) guidance limiting on-campus research, which provided for the assessment of our strategic

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stockpiles (e.g., [personal protective equipment \(PPE\)](#), disinfection supplies), the development of appropriate policies and procedures, and for the evaluation of our healthcare system capacity.

The guidelines, checklist, and staged approach summary are intended to maintain safety while increasing research activity by making decisions based on three basic principles:

- Prioritizing and protecting the health and well-being of our students, faculty, staff, and research partners;
- Minimizing the spread of COVID-19 while serving our communities responsibly; and
- Protecting the careers of students and early stage researchers, including graduate students, postdocs, and junior faculty.

Additionally, moving to Stage 2 will require a **preparatory period running from 06/05/2020 to 06/09/2020** prior to increasing any activity beyond current levels. The purpose of this period is to provide the preparation time needed to ensure a safe and orderly ramp up of the research enterprise from its current low activity state to a condition where a significant number of research activities are proceeding. In particular, the preparatory period will be used to complete training, procure supplies (including disinfectants in Appendix I), develop sanitization protocols, determine staffing, check operation of all equipment, and further appropriately plan for safely resuming applicable research.

During this period, chairs or campus unit leaders should verify signed certifications are displayed/posted within the research space. Dean (or Chancellor in the case of the Spokane, Vancouver, and Tri-Cities campuses) approval is necessary for increasing any research effort beyond the current level prior to the end of preparatory period.

PIs and research leaders are encouraged to continue monitoring [funding opportunities](#) unique to this pandemic, as made available.

The guidance below has been developed in collaboration with other institutions and regulatory bodies, including the University of Washington, the University of California system, Stanford University, and other APLU institutions, but tailored specifically to WSU. The recommendations in this guidance do not replace those from cognizant [local](#), [state](#), and [national](#) public health authorities (which take precedence in the event of a conflict) or University Guidance (e.g., [HRS directives](#)), but are intended to work together and in accordance with their guidance.

You may contact the Office of Research with any questions about this guidance at research@wsu.edu or 509-335-5238. The Office of Research [COVID-19 webpage](#) and [Human Resources Services webpage](#) are also updated regularly.

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APPENDIX I: GUIDELINES FOR RETURN OF ON-SITE RESEARCH ACTIVITIES

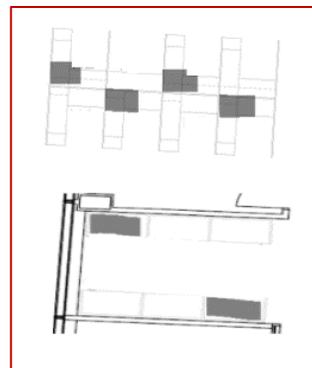
1. Researchers must **continue to work remotely** (e.g., from home) whenever possible, as returning to WSU may increase transmission/community spread of COVID-19.
 - Supervisors and employees are responsible for compliance with all state ethics laws and WSU policies and procedures. Employees must accurately account for time including hours worked (on-site and/or telework), annual or sick leave used, and leave without pay. The Ethics in Public Service Act, [RCW 42.52](#) applies to all WSU employees. All state employees have a duty to ensure proper stewardship of state resources and ensure accountability.
 - Research personnel shall not be [pressured](#), explicitly nor implicitly, to physically [return to work](#) to conduct research on-site. All research personnel on site must have consented to do so. Questions can be directed to [HRS](#), the [Ombudsman](#), or the [Graduate School](#).
 - All research activities and meetings that could reasonably be carried out remotely should be conducted remotely (e.g., utilizing phone, zoom, Microsoft teams).
2. Consider the needs of **high-risk researchers** or those with disability accommodations. Continue to make [accommodations](#) for [high-risk individuals](#) as necessary. Contact [HRS Disability Services](#).
3. Individuals **MUST stay home if they feel sick** or have [symptoms of COVID-19](#) – do not attend work or school – and contact and follow the advice of their medical provider (see [“how to discontinue home isolation”](#) following sickness for more information).
 - Clearly communicate within each group to ensure all members are up to date on all items requiring common knowledge (e.g., modification to tasks or procedures).
 - Maintain redundancy/backup operations with well-documented shutdown procedures in case a worker becomes quarantined or ill.
4. Practice **physical distancing**, defined as maintaining [separation](#) of minimum six feet, whether indoors, outdoors, in vehicles, field work, or other spaces. The distinction of physical distancing vs. social distancing is important, as it is necessary to continue to discuss research, publish results, and maintain (if not increase) all other social aspects of research. While risk is decreased when outdoors, physical distancing should continue to be practiced. In some cases, single occupancy may be the best approach (e.g., vehicles, small spaces).
5. Research personnel should limit their physical presence to **spaces essential** to performing their work with dedicated equipment to the most reasonable extent possible.
 - Establish appropriate work practices and work stations.
 - Discourage researchers from using others’ phones, desks, offices, or other work tools and equipment.

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- Multiple individuals in a common research area (e.g., open concept laboratory, field work) should have a defined work zone to maintain physical distancing at all times (see shaded office cubicles or laboratory benches in figure to right). Research teams utilizing shared spaces (e.g., graduate student offices, laboratories, studios) must coordinate their respective plans, as applicable.
- Consider bottlenecks in buildings (e.g., elevators) and consider coordination with others in staggered arrivals/departures.
- Core facilities and service centers (e.g., vivariums and other animal procedure spaces, Franceschi Microscopy & Imaging Center (FMIC), histology, Nuclear Magnetic Resonance (NMR), microscopy, imaging, greenhouses) must develop plans for limiting exposure between users (use the checklist in Appendix II).



6. On-site work must **maintain low personnel density** at the **lowest sustainable level** of people to reduce the risk of community spread in university research spaces by implementing **flexible scheduling** (i.e., 24 hour/7 days facility access, shift work, or staggered work days).

- Provide opportunities for researchers to modify or rotate schedules to the extent possible under a given research program, whilst considering overall safety and security of individuals working nights or weekends (should the researchers desire a non-traditional schedule).
- Consider childcare concerns of individuals (all [K-12 schools are closed](#) for the academic year and daycare/aftercare has been affected in many cases). Per [HRS](#), supervisors cannot require civil service employee or overtime eligible faculty or AP employee to report to work or work from home if their child's school or place of care is shut down by a public official in response to COVID-19.
- One way to accomplish maintaining low personnel density is to determine the maximum number of people who can be in the lab at one time and devise a schedule to ensure that this number is not exceeded.
- Consider available square footage when determining density of personnel, as research spaces vary.

7. Use **appropriate protection** for each research, scholarship, and creative activity. Under no circumstances should safety be sacrificed due to lack of adequate supplies, type, and/or quality of PPE.

- **Face coverings:** Beginning June 8, all WA researchers will be required to wear a cloth facial covering, except when working alone in an office, vehicle, or at a job site, or by any individual who is deaf or hard of hearing – or who is communicating with someone – who relies on language cues such as facial markers and expression and mouth movements as

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a part of communication, or when the job has no in-person interaction. Employers must provide cloth facial coverings to employees, unless their exposure dictates a higher level of protection under the Department of Labor and Industries' safety and health rules and guidance. Refer to [Coronavirus Facial Covering and Mask Requirements](#) for additional details. Employees may choose to wear their own facial coverings at work, provided it meets the minimum requirements. Use of loose-fitting face masks or cloth [facial coverings](#) (e.g., scarves and homemade masks), or better, prevents the wearer from transmitting droplets from coughs and sneezes; but they do not prevent inhalation of fine aerosols and are not protective in close proximity.

- The Governor's [proclamation](#) and the [Safe Start Washington – Phased Reopening County-by-County](#) should be followed in addition to [local](#) public health directives or University directives (i.e., [HRS](#)), which all take precedence in the event of a conflict with this guidance.
- Cloth facial coverings (also known as respiratory etiquette masks) are not [Personal Protective Equipment \(PPE\)](#) and should not be substituted for respiratory protection (e.g., N95). See [here](#) for a summary on uses and differences. Briefly, cloth face coverings prevent the wearer from spreading respiratory droplets (i.e., prevent infected individuals without symptoms from spreading virus) but do not filter inhalants. Wearing cloth facial coverings in public areas to limit the spread of respiratory droplets demonstrates consideration for others.
- Should there be a higher risk of violating the six feet separation requirement, all individuals in the group should wear face covering or mask.
- Facemasks do not replace physical distancing and the wearer should avoid face touching and continue frequent handwashing.
- Some individuals may not comfortably wear cloth face masks without negatively affecting their breathing. Individuals unable to wear cloth facial coverings or better should consult [HRS Disability Services](#) for reasonable accommodations.
- **PPE:** This guidance replaces the previous [guidance suspending](#) use of certain PPE items (N95 masks, surgical masks, and disposable surgical gowns) for research purposes. Researchers may and should acquire and use PPE when it is appropriate based on the hazards associated with their research or other vocational purposes that regularly require PPE use. Users of PPE are still expected to follow general safety guidelines (i.e., CDC, WADOH). PPE inventory should be maintained, and must be reported to the WSU Incident Command System (ICS) in order to be available for reallocation to healthcare when and if needed for public health emergencies.
 - Following hazard assessment, the minimum PPE for most bench laboratory procedures includes lab coats, safety glasses, and gloves.
 - Some PPE (e.g., face shields) may need to be dedicated to individuals or sanitized between use.

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- Respirators are *not recommended* for preventing SARS-CoV-2 in exposure environments with non-active cases and do not replace physical distancing requirements. WSU respirator users must enroll in the [Respiratory Protection Program](#).
- Notify the supervisor if you see someone not adhering to face coverings or PPE guidance, as it is not appropriate to take action or notify law enforcement.

8. Continue to **practice appropriate [hygiene](#) and [sanitization protocols](#).**

- Facilities custodial services (e.g., trash collection) will continue normally but with reduced frequency. Common areas and frequently touched public surfaces will be disinfected more frequently by custodial staff. **Researchers are expected to [disinfect their own spaces](#)** (e.g., surfaces, chairs, equipment).
 - [Disinfectants](#), including formulations intended for electronics, and [hand sanitizer](#) can be acquired from Facilities Operations and EH&S on the Pullman campus. Disinfectant is supplied by Facilities Operations on the [Spokane](#), [Vancouver](#), and [Tri-Cities](#) campuses. Check with local EH&S and facilities groups in other locations.
- Delineate on-campus locations that require individuals to work in shared spaces and implement a protocol to sanitize common equipment between users. The use of non-essential physical documents/equipment and difficult to disinfect items is discouraged.
- Scenarios where researchers need unique equipment located in another facility presents challenges. With this in mind, develop a plan to communicate scheduling to maintain physical distancing and disinfection measures.
- Shared equipment in research spaces should be sanitized between users.
 - Wearing gloves may help in some circumstances when touching common items (although this does not substitute for proper hygiene/sanitization).

9. Limit on-site research activities to WSU employees and students where possible. Continue to work remotely with external partners. Requests to include external partners in activities will be considered on a case-by-case basis by PIs and research leaders in consultation with their chair or local campus unit director.

- Undergraduates engaged in on-site research should only be permitted under exceptional circumstances and on a case-by-case basis, such as whether:
 - The individual is an essential team member of the project;
 - The project itself has been authorized for access;
 - The work of that student must be performed in person in the research space; and
 - No other work can be assigned to that student that can be performed remotely.

10. **Facility considerations** for each unique research space should be assessed by the research team, including conducting an inspection prior to initiating additional work.

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- The PI or delegate should inspect the research space to ensure all equipment is functioning properly following a period of vacancy or nonuse.
- Many facilities will remain locked for safety and security. Contact Facilities Services to access necessary spaces. If additional keys are needed for access, have key coordinator (someone with budget signature authority) submit a work request.
- Each research space/building is unique and may be set for a ventilation ramp down at night. In some cases, Facilities Services may need to be contacted to change ventilation scheduling to accommodate shift work.
- Sinks that have been unused for a long period of time may experience a dry trap situation resulting in a sewage odor. This is easily corrected by flushing water into the sink and refilling the trap.
- Rearrangements to any facility that requires structural modification must be coordinated through Facilities Services.

Researchers engaging in **unsafe behaviors** inconsistent with these guidelines or recommendations from cognizant [local](#), [state](#), and [national](#) public health authorities (which take precedence in the event of a conflict) or additional University Guidance (e.g., [HRS](#) directives), may be asked to suspend research until they can implement appropriate measures. Feedback can be provided to the Office of Research [here](#).

Prioritizing Research Projects

Research involving efforts to **mitigate COVID-19**, and activities necessary to sustain the WSU research enterprise, should be given the highest priority (as stated in [previous guidance](#)).

Priority to physically return to research spaces should be given to protect the careers of students and early stage researchers, including graduate students, postdocs, and junior faculty.

- WSU is sensitive to the consequences of reduced access to research spaces and the dramatic impact this will have on careers, particularly of junior researchers. Questions regarding tenure and promotion should be directed to the [Office of the Provost](#).

Researchers should focus on clear deliverables, graduation timelines, funding jeopardy, data integrity, remote-based assistantships, contractual requirements, and/or any other metric the PI deems appropriate.

Additional factors to consider, include:

- Additional local government and partnering agency restrictions may/will need to be adhered to by WSU researchers and therefore researchers will need to work with their research administrators.
- Projects distributed over multiple sites or dependent on international or inter-institutional collaborations have additional challenges.

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- Research requiring currently allowable [travel](#), such as international travel, field research, animals or human subject research that must be conducted in person may be more difficult to accomplish.
- International graduate students unable to return to WSU but able to engage in sponsored research activities are likely now considered foreign researchers. Research leaders should consult with [International Programs](#), [Graduate School](#), and/or Office of Research Support and Operations ([ORSO](#)) when planning for the modification of research that involves individuals in this situation.
- Prepare for delays in accessing essential core facilities, fabrication shops, or other essential services.
- New research activities involving direct contact with human subjects should be evaluated carefully in consultation with Human Research Protection Program ([HRPP](#)). Forthcoming guidance specifically addressing the complexity of research involving human subjects is being drafted as a supplement to this document.
- As per standard research guidelines, new research activities involving the use of animals must be approved by the IACUC/Animal Welfare Program ([AWP](#)) and Office of the Campus Veterinarian ([OCV](#)) prior to initiation. For already approved projects that require the use of animals, it should be verified with facility managers that facilities have necessary resources to safely accept newly acquired animals.
- New research activities involving hazardous materials or agents (i.e., chemicals, biological agents, or radioactive materials) must follow Standard Operating Procedures ([SOPs](#)) or approval by [oversight committees](#) may be necessary. The project leader for each research activity should verify the hazardous materials or agents can be used safely for already approved projects.
 - Campus services supplying hazardous materials (e.g., chemical storage facilities, University Stores) will continue, but special arrangements may be needed for deliveries involving locked facilities.

All activities must be flexible to respond to fluid scenarios, as public health recommendations vary by geographical location (Pullman, Spokane, Tri-Cities, Vancouver, Everett, Global Campus, and extension throughout the state), college, and research project, and should account for the potential **need to modify activities on relatively short notice** (i.e., 48 hours).

Training to Ensure Understanding of Risks and Disinfection Procedures

Researchers are required to [understand](#) the risks associated with transmission of COVID-19 and workplace disinfection **upon resuming research activities on-site**.

- All employees (faculty, students, and staff) **MUST** complete these [training modules](#):
 1. Disinfecting the Workplace for COVID-19, and

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2. WSU COVID-19 Safe Return to Work.
 - Log into your [online learning account](#) to access the trainings. (Access [Instructions](#)). Student access is via [Blackboard LMS](#).
 - Alternatively, CDC trainings on “[How it spreads](#)” and “[Protect Yourself](#)” can be taken for non-employees. These trainings are not recorded and completion records must be maintained by the research leader and these need to be made available when requested.
 - Additionally, supervisors are encouraged to check that all employees have received the following general safety [trainings](#).

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APPENDIX II. CHECKLIST AND WRITTEN PLAN

This checklist is intended to define appropriate activities to modify and resume. It is not exhaustive, and adjustments will be necessary for each research or campus/location need (there may be some sections that do not apply to some research activities). The *guidelines for return to on-site research activities* contains information that may help with completing this checklist. As laboratories and shared research spaces gradually resume some research activities, this checklist and guidance will need to allow flexibility to take steps to reactivate all equipment/activities. Additionally, individuals may withdraw consent to be on-site e.g., in response to changing circumstances.

Personnel & Research Safety		Additional description (if necessary)
<input type="checkbox"/>	Ensure that all work which can be done remotely is still performed remotely	
<input type="checkbox"/>	Prioritize research activities (ongoing) and determine if each can be performed with limited staff and/or rotating teams	
<input type="checkbox"/>	Emphasize there is no pressure or penalty for researchers (at all levels) unable to be physically present due to quarantine, high-risk/vulnerable populations, or isolation needs (e.g., childcare concerns), or any other personal needs/concerns	
<input type="checkbox"/>	Determine the maximum number of people who can be in the lab at one time and devise a schedule to ensure that this number is not exceeded	
<input type="checkbox"/>	Ensure physical distancing standards are applied to all offices, laboratories, shared spaces, public areas, etc. and PPE/barriers are not substitutes for distancing	
<input type="checkbox"/>	Develop staffing teams, rotations, and schedules (e.g., shift work, alternating days/hours)	
<input type="checkbox"/>	Ensure all researchers have taken applicable safety trainings	
<input type="checkbox"/>	Identify disinfection protocols needed (disinfectant used, frequency, etc.) and confirm if these supplies are present or need to be acquired (may vary between equipment, tasks, spaces, and projects)	

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<input type="checkbox"/>	Plan for required decontamination between different users accessing the same space/physical-resources	
<input type="checkbox"/>	Devise system to indicate when an area is clean or needs decontamination or adopt a 'clean before you start AND after you finish' policy	
<input type="checkbox"/>	Devise system for shared vehicles and other spaces (physical distancing, disinfection)	
Supplies & Equipment		
<input type="checkbox"/>	Perform and document a research space inspection by PI or delegate to ensure all equipment is functioning properly (e.g., ensure chemical fume hoods, biosafety cabinets, freezers, gas cylinders, glove boxes, purge air/moisture from air/moisture sensitive equipment/environments)	
<input type="checkbox"/>	Verify all safety devices are installed and functioning normally (e.g., flammable gas or other alarms/detectors, air flow in fume hoods and biosafety cabinets, properly positioned excess flow valves and flashback arrestors, autoclave operation, fully stocked spill kits)	
<input type="checkbox"/>	Ensure equipment is up to date (or scheduled) for recalibrated/certified/inspected/serviced prior to resumption of use (e.g., lubrication of mechanical components, servicing cooling systems, inert gas purging, thermocouples)	
<input type="checkbox"/>	Determine PPE required and if all items are available (and use is permitted)	
<input type="checkbox"/>	Determine what reagents/media/chemicals are not shelf stable and need to be remade or reordered	
<input type="checkbox"/>	Determine consumables that need to be ordered/re-stocked	
<input type="checkbox"/>	Start-up/test computer-controlled scientific equipment prior to initiating and consider prioritizing automated or remote-operated devices, test automated shutdown systems	
<input type="checkbox"/>	Ensure dewars and cryogen containers are filled	
Experimentation		

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<input type="checkbox"/>	Briefly, plan experiments and activities while noting the necessary duration of all activities in the written plan below	
<input type="checkbox"/>	Establish safe and appropriate use of hazardous materials, human subjects, or animals in research	
<input type="checkbox"/>	Ensure activities can easily and safely halt should another directive necessitate a ramp down	
Consultations (as necessary; please use N/A if not applicable)		
<input type="checkbox"/>	Safety (e.g., biosafety officer, cougar health, EH&S, public safety)	
<input type="checkbox"/>	Oversight committees (e.g., Institutional Animal Care and Use Committee, Institutional Biosafety Committee, Institutional Review Board, Radiation Safety Committee)	
<input type="checkbox"/>	Core facilities and service centers (vivariums, FMIC, histology, NMR, microscopy, imaging, other)	
<input type="checkbox"/>	Information Technology (IT)	
<input type="checkbox"/>	Purchasing	
<input type="checkbox"/>	Package delivery and receipt (mail)	
<input type="checkbox"/>	Facilities (including animal or plant care facilities and custodial services)	
<input type="checkbox"/>	Human Resource Services	

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Research, Scholarship, and Creative Activities Personnel Consenting to be on-site

This personnel roster does not need to be posted for privacy concerns, but should be readily available to administration for monitoring and public health uses.

Name	Title	Contact Number
XXX (Main point of contact)		

Use the space below to add additional written plans not covered in the checklist above, specific for your research needs (as necessary with add pages if needed):

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Project Leader (e.g., Principal Investigator)

I certify that I have read “Staged return to on-site research, scholarship, and creative activities” and will adhere to the principles and guidance provided by WSU outlined in this guidance, and that I have reviewed and completed this checklist. I understand that university, federal, state, or local guidance may change at any time, necessitating changes in research procedures and operations. I further understand that serious or repeated failure to adhere to safety requirements could lead to mandatory termination of operations and/or corrective or disciplinary action. [all digital signatures are acceptable]

Signature: _____

Name: _____ Date: _____

Department Chair / Local Campus Unit Director

Based on my review of the attached checklist, and after consultation with the principal investigator(s)/research lead(s), I concur this research program should be authorized to resume under the specified conditions and restrictions and in accordance with guidance from federal, state, and local officials. [all digital signatures are acceptable]

Signature: _____

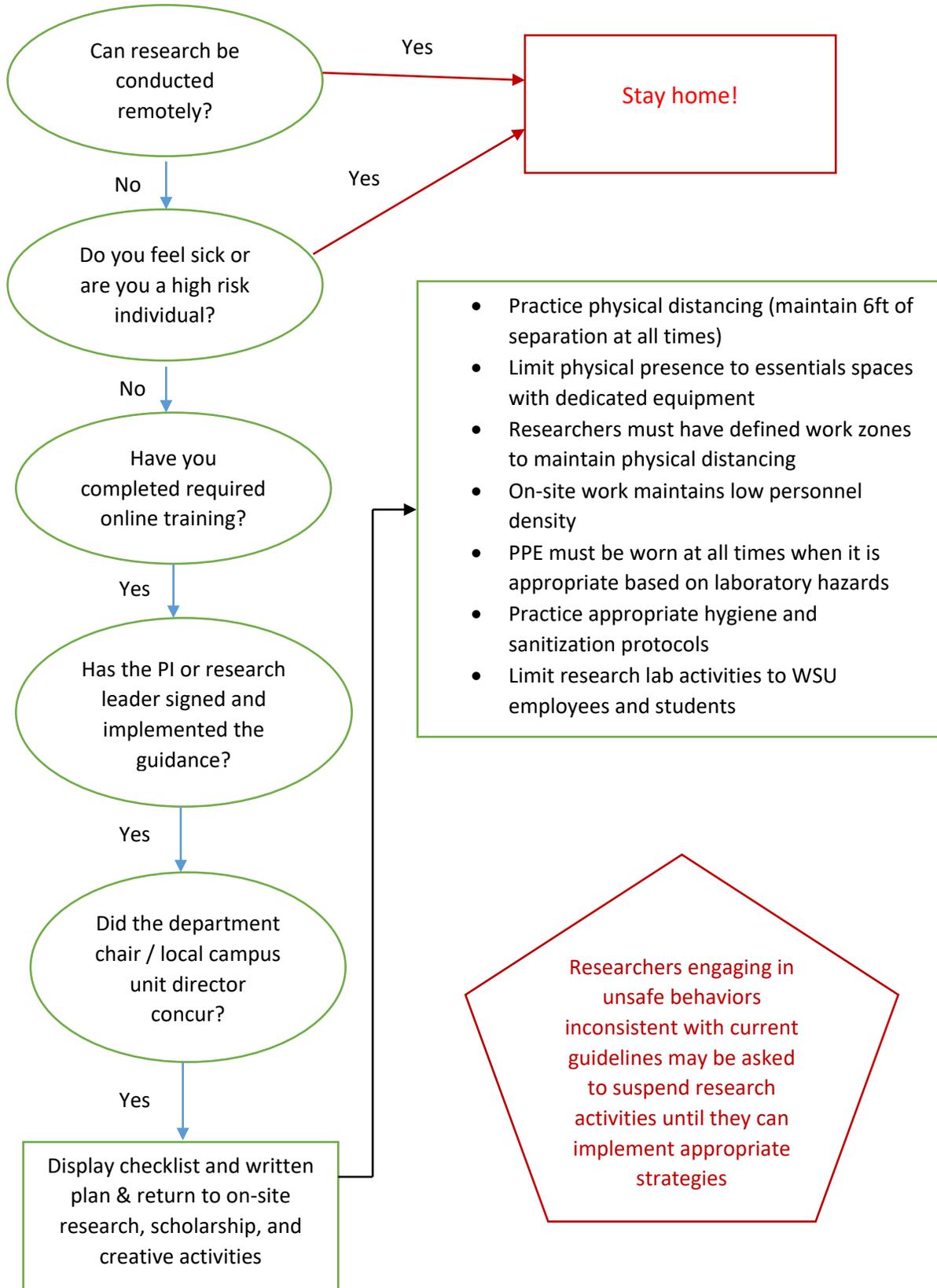
Name: _____ Date: _____

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FLOW CHART TO RETURN TO ON-SITE ACTIVITIES:



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APPENDIX III. STAGED APPROACH SUMMARY (1-4)

This appendix is meant to serve as an illustration of a possible timeline and includes factors beyond the scope of this guidance (e.g., public health measures).

STAGE	CONDITION SUMMARY	OBSERVATIONS	TIME PERIOD ESTIMATE
1 (Current)	<p>COVID-19 hospitalizations high or on the rise, testing limited, PPE shortages</p> <p>Initial Stay Home/Stay Healthy directive in place</p> <p>Many researchers who are eligible to carry out in-person work do not</p> <p>In-person research activity significantly below normal</p>	<p>On-campus access allowed to maintain research capability or prevent catastrophic disruption</p> <p>COVID-19 related research encouraged</p> <p>On-site researchers estimated 0-35% density</p>	Initial “Stay Home, Stay Healthy” order
<p><i>Preparations for next Stage</i></p> <ul style="list-style-type: none"> - Defined by COVID-19 data, Public Health Authorities, and consensus of WSU leadership. - Necessary core facilities and service centers are staffed and returning to operations. - PIs are able to purchase necessary supplies. - Physical distancing, facial coverings, cleaning measures understood and in place. 			
2	<p>Local COVID-19 hospitalizations flatten, then drop</p> <p>Possible PPE shortages</p> <p>Public health authorities & Governor relax restrictions</p> <p>Relaxation of restrictions - standards for activity based on ability to physical distance</p> <p>Local schools still closed/teaching remotely</p>	<p>Preparatory period running from 06/05/2020 to 06/09/2020 - during this period, no resuming of research beyond current is to be conducted. Exceptions require Dean or Chancellor approval.</p> <p>All research that can be done remotely should continue, including all seminars, group meetings, etc.</p> <p>Gradually expand # of people on-site while maintaining physical distancing and disinfection protocols.</p>	Effective date of Return to On-site Research, Scholarship, and Creative Activities dissemination

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	<p>More researchers who are eligible to carry out in-person work return to work.</p> <p>In-person research activity increases gradually but still at lower levels than normal</p>	<p>Number of personnel on-site at minimum level that allows research progress.</p> <p>New on-campus research allowed, but groups only allowed to operate at lowest density necessary, with physical distancing.</p> <p>Preventive measures are in place for the "new normal" of research</p> <p>On-site researcher activity transitions to an estimated density of 35-60% of pre-COVID-19 levels</p> <p>COVID-19 related research prioritized</p> <p><i>Contingency plans for sudden return to previous Stage within 48 hours</i></p>	
<p>Preparations for next Stage</p> <ul style="list-style-type: none"> - Defined by COVID-19 data, Public Health Authorities, and consensus of WSU leadership - Screening and clear plans if researcher becomes ill, including contact identification/notification to other workers in close proximity. 			
<p>3</p>	<p>New cases of COVID-19 are low COVID-19 testing is at maximum needed capacity</p> <p>Testing capacity increases</p> <p>PPE availability normal</p> <p>Physical distancing still important</p>	<p>Continued expansion of research on campus while maintaining physical distancing</p> <p>New on-campus research allowed, but groups only allowed to still operate at low density of total personnel capacity, with physical distancing measures</p>	<p>TBD – fluid situation dependent on many factors</p>

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	<p>Childcare options available to parents</p> <p>In-person research activity gradually transitions to a moderately high level compared to normal</p>	<p>All research activities that can be done remotely should continue to be done so, including seminars, group meetings, etc.</p> <p>Most types of research are allowed.</p> <p>Symptom reporting/onsite presence reporting is unit-specific</p> <p>Some human subjects, field work, animal work, and research requiring travel may still be limited but most can proceed with precautions</p> <p>On-site researcher density estimated at 60-85% of normal</p> <p><i>Contingency plans for sudden return to previous Stage</i></p>	
<p><i>Preparations for next Stage</i></p> <ul style="list-style-type: none"> - <i>Defined by COVID-19 data, Public Health Authorities, and consensus of WSU leadership</i> - <i>Physical distancing no longer recommended</i> - <i>Research partners, collaborations, and international work are more readily available</i> - <i>Screening and clear plans if researcher becomes ill, including contact identification/notification to other workers in close proximity.</i> 			
<p>4</p>	<p>Vaccine or treatment available, widespread testing, and identification of new COVID-19 cases with contact tracing and quarantining and shown to be effective.</p> <p>No evidence of rebounding</p> <p>Minimal to no restrictions</p>	<p>No state restrictions; gatherings of more than 50 people allowed; non-essential travel allowed</p> <p>All types of in-person research are allowed.</p> <p>On-site research at 100%</p>	<p>TBD – fluid situation dependent on many factors</p>

Washington State University

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Change log for regular updates (intitail version date: 06/05/2020):

Date:	Changes:
06.08.2020	Removed “Pandemics: Slowing the Spread” training (via EHS/HRS recommendation)
08.25.2020	Added EAP links for emotional/mental wellness
08.25.2020	Clarified that the roster does not need to be posted due to privacy concerns