NNCI Return to Operations Survey
May 14-20, 2020

As you plan for reopening, what is the general framework for your startup? Is there an established reopening date? Are you planning a phased-in approach? Could you describe?
Yes. At this point 2 of the facilities have opened in a limited capacity, and we anticipate that the other 2 facilities will open by [x date]. Yes. The exact phases are dependent on the facility and institution. For example, one facility is planning to allow internal use before proceeding to external users. Another facility is only allowing staff to perform remote characterization for users. In one of our clean room facilities, on-site use by users is permitted with approval from the facility and university. The timelines for these phases are heavily dependent on university policy.
We have already opened with strict occupancy limits, new protocols, and more frequent cleaning/disinfecting. We will work within these limits until later this summer and will reassess at that time.
Phased-in approach (Phase 0, 1, 2, 3), start date not finalized yet. Plan is currently being vetted by university system, admin and legal, subject to their approval, the plan is to do - Phase 0 - Restocking (happening now) Phase 1 - Limited staff only; bringing facilities and tools back online; limited remote services; additional COVID specific safety/hygiene training; Phase 2 - Staff (more remote services) and senior/experienced students in final year and independent ext users; additional safety/hygiene training but no new instrument training; support provided virtually Phase 3 - More users and at some point later all users, hopefully; additional safety/hygiene training, including new instrument training - combination of virtual and face-to-face
Phased opening [xx date]--Receive permission to reopen for industrial users considered essential, [x date] Staff on-site to restart necessary tools [x date]-- opened for small number of industrial companies, limited on-site staffing [x date]--University issues guidance on requirements for reopening core facilities for academic research [x date]--Cleanrooms reopen for academic research, limited number of grad students [x date]--open
1. Develop new entry protocol. 2. Purchase supplies and PPE. 3. Implement & test entry protocol with staff 4. Determine soft opening date for existing clients. No training offered. 5. Receive approval from the administration on new protocol and opening date. 6. Communicate to clients with email blast on details of new protocol and training required to enter the facilities.

Plans are still being finalized/ confirmed with the state accreditation agency, but overall framework is a phased approach with 25% of researchers to start [x date] and if that goes well a staged ramp up to 50%, 75%, and full facility occupancy sometime around the start of fall semester.
No timetable yet exists for reopening facilities and laboratories and returning to in-person instruction. The recovery task force will begin by modeling different possible scenarios and will coordinate the actions of different units within federal, state, and University (X) guidelines. A task force has also been established to develop a research ramp-up plan.
As [the State] is beginning to modify restrictions to the stay-at-home order, the University is developing a set of policies, procedures and guidelines associated with the increase of research activity on campus beyond the current level which is restricted to critical research activities as described at [the university website]. The return-to-campus will occur in a measured, phased approach beginning no earlier than [x date]. Initial safety guidelines and return-to-campus training will be available beginning next week. Researchers will be asked to use a centrally available portal to provide individual plans for conducting on-campus research in a manner that is consistent with safety protocols. Deans and chairs will review and prioritize those activities prior to implementation. Fundamental to all proposed activities is the well-being and safety of our faculty, staff and students. This will be the guiding principle of planning and implementation for increasing on-campus activities. To that end, we will maintain telework status for all faculty, staff and students where work and study can be done effectively off-campus. Telework status may be full or part-time based on the nature of the work or study.
We are currently in Stage 0. Shared labs have been fully closed, until recently, to support COVID19 research. We are now open to very limited, priority research, requiring approval at the School level. Planning is underway for the next Stage. Stage 1 is tentatively set for [xx date]. Research should be at 25-35% of normal levels, with density/occupancy at no more than 2 people per lab space. Research should ramp to Stage 2 levels. Stage 3 is the "New Normal".
Anticipated limited reopening [x date] with a planned 'phased-in' approach. We will work on a 'staff only' model and transition to key users from groups over the course of the following 1-2 months. We will not train new users until [later] (depending on the state recommendations and PPE availability).
I assume Covid-19 will be around for years to come and to prevent infection of personnel and of the users we plan to adhere the rules of (a) social distancing & practice of necessary hygiene and (b)use of face masks. As phase-in approach we plan to develop video and image intensive training of the users we expect within less than a year this approach will be the basis of our interactions with the individual one-on-one users as well as with our remote users.
No date. Phased start up, Staff only first, then selected local users, then ?????

Phased approach in lock step with University and Governor-issued guidelines with a plan, based on current projections, to be fully operations, but with distancing precautions, by [x date]. The lab uses a 7 phase reopening plan with each phase grouped by a combination of safety concerns, user requests, time commitments, and processes enabled with an eye to preventing crowding. The lab is limited to 25 people (across 15000 sq. ft), with no more than 5 people per bay as long as 6 feet minimum distance is maintained. users are strongly urged to come in for only those tasks that require lab equipment - use of general facilities/desk space/etc. highly discouraged. Daily attestations of health and masks required by university policy.
We are planning a phased approach. The plan is to re-open [date]. We will likely revoke key card access and reinstate access upon training of students for specific COVID policies, preventative measures, and general new operations of the core. We plan to have room capacities severely under normal operations and create room reservations that enforce this. We will require masks in the facility and require newly washed hands before starting instrument usage with disinfecting of common surfaces via EtOH spray before and after use. One way and specific entrance and exit protocols will also be instituted.
No date yet. All tools are planned to open together with cleanroom. Only authorized users first, no new trainings. Limits on number of users in all spaces at any time implemented through scheduling system.
Yes, there is a phased in approach with additional protocols for social distancing and increased hygiene. Phases for opening are: Phase A: [Internal] users only Phase B: [plus affiliate institutions] users Phase C: + all external users
Tentative reopening [xx date] with three phases. Phase one will allow access to internal users only with sample submission for a number of characterization tools. Additional phases will open up greater user base. Still no trainings until further notice.
We started by utilizing the facility specialists to characterize samples for users (internal and external). As of today users cannot enter the building and use the core facilities. Internal users can request special permit from the upper administration. So far these permits are rarely granted. We label this situation level 4. Most likely starting (Date X) we will move to level 3 (the decision is made by the upper administration on the chancellor/president level) where researchers can come back to their labs and also use NNF core facilities again.
We don't yet have an opening date. Our current state is red light (closed). We will open in a yellow light phase with 20% of pre-COVID occupancy and staggered staffing. Timing of the green light phase is TBD.

Do you provide disinfectant and/or wipes to researchers? If so, what kind of disinfectant and where in the lab are they kept?

We provide not contact disinfectant dispensing stations in the gowning area and the main entrances to the Engineering Research Center. We also provide a 70% IPA/H2O solution in squirt bottles at various locations, including the gowning room, to wipe down commonly touched surfaces, personnel tool boxes, and equipment.
yes
Yes, Lysol wipes, sprays, hand sanitizer station, kept in near lab door, major hallways and/or near every major instruments, IPA in spray bottles
We provide and use 70% IPA, and this is kept in spray bottles in every lab and in our small student office area.
Yes, wipes and IPA have always been available for sample prep. We plan to have clearly marked spray bottles of Alcohol solution available on the countertop in every lab.
Yes, gowning room and dispersed throughout the facilities.
Cleaning stations will 70% ethanol or IPA in squeeze bottles. While generally interchangeable for disinfection, ethanol is a little less pricey and has higher PEL. Both present similar flammability risk. These will be located in labs, at either end of each work aisle. Cleaning stations will also be located at the entries of labs and at building entries near labs; these will also contain hand sanitizer. We are making hand sanitizer in-house using the WHO protocol for 75% IPA. University EH&S has gotten FDA certification to allow us to do this.
Yes, 70% EtOH + 0.5% Bleach. Each spray bottle is like a capacity counter for each room. Capacity of 2 is 2 spray bottles at entrance and you must have it by you at all times, drop off when you leave, and pick up when newly entering.
All cleaning supplies are provided by the facility. Universities are providing these supplies to the labs. Clorox Wipes (or similar non-name brand) and IPA are the standard cleaning supplies. These supplies are kept in every labspace to prevent cross-contamination.
Planning to do so for entrance touch screen and face shields in wet etch area. 70% IPA but not final depending on availability.
IPA readily available in lab at 70/30 mix IPA/Water, but users are gloved in almost all lab spaces after entry. High touch surfaces between outside world and lab are disinfected 3x a day on a schedule.
VWR premoistened clean wipes (70% iso) Spray bottles with 70% iso Scattered throughout the cleanroom and gowning areas
Homemade IPA 70% wipes available in all spaces. Looking into a spray mechanism.

Yes, we provide disinfectant wipes to users which is available at each desk where users are located. We use alcohol base Purell brand hand sanitizes from Fisher Scientific (see below). We also keep them visible entrance locations in the lab and point their availability to the users.
We keep bottles of 75% ethanol/25% water mixture and paper towels to wipe off high touch areas. There are some in each main lab space.
Yes. They will be kept close to all instruments. They will be a combination of commercially available disinfectant wipes and and cleanroom wipes with squirt or spray bottles of alcohol.
The university will supply research labs with 70% IPA and spray bottles. The IPA will be stored in the chemical storage room in accordance with the flammability regulations set by OSHA.
Yes, we provide hand sanitizers and masks to the specialists.
We will provide 70% IPA wipes to researchers in the gowning area, next to microscopes and face shields.

How do you manage shared lab items? Such as PPE (face shields, chemical aprons, chemical gloves, safety glasses) and high touch surfaces (microscopes, keyboards, etc.)
PPE can be rotated every three days (life of coronavirus on plastics). Face shields and glasses can also be wiped with 70% IPA.
We are still working on this. The current plan: Keyboards: Keyboard covers that can be wiped with IPA. Microscopes: IPA/wipes to allow users to wipe down. Remove the rubber eye guards around eye pieces and require users to keep safety glasses on when using them. Wrap eye pieces in saran wrap for users who forget. Keep extra saran nearby. Safety glasses: Individuals should keep their own. Nonetheless, we'll have some clean ones available in a "clean" bin. When users are done, they place them in a "used" bin. We disinfect by dunking in IPA. Face Shields and chemical aprons: We will share these, as we can't acquire enough nor have the space to store personal shields (from Jan 1-Mar 15, we had 165 people use wet benches.) One possibility is to dunk in 0.5% H2O2 for one minute and then air dry. Another is steam cleaning. Our EH&S is reviewing our proposal for steam cleaning with the LG Styler Steam Closet. Chemical gloves: Likely have individuals keep their own or dispose after using.
cleaning
We have every one claim their own safety glasses, after cleaning them thoroughly. Face masks are wiped before and after every use. Users double glove at all times, and any all equipment, including keyboards, mice, and microscopes, are wiped before and after every use with 70% IPA. Chemical gloves are only used over regular double gloves. We plan to wipe or soak aprons with 70% IPA and then let dry between uses.

Users were previously asked to wipe down shared PPE with IPA before use. We will amend that to require wipe down before AND after use. We have looked into UV chambers or wands for cleaning, but haven't found a suitable economical option.
We require users to clean all the shared items after they are done with using them. First, the users and personnel wash their hands and wipe the door knobs they might have touched and wipe the shared items after they leave the lab. We also request the new users to wipe shared items before they start using them. At the beginning of the day ICAL personnel sanitize all the shared lab items first thing in the morning.
When we go to share applications, our initial plan is to have only one person per day using the tool. They must wipe off high touch areas. For tools that cannot be wiped (e.g. optics for laser systems) we require them to wear gloves when touching. Face coverings are required in the building when you might come in contact with other people in passing. Sinks and soap are provided in many lab spaces.
All researchers have their own safety glasses. In the cleanroom, we will not require users to sterilize aprons, keyboards, mice and chemical gloves, but in outside labs we will.
We no longer share PPE that may touch the users skin. In addition, each student has also been given their own pair of Safety glasses for their own personal use. Commonly touched surfaces are wipe down daily with a 70% IPA/H2O solution. This includes access door knobs, building access doors, door push bars, cart handles, and shared hard keys.
Provide cleanroom wipes and IPA to wipe down shared PPE, keyboards, microscopes, etc.
We currently stock face shields, chemical aprons, chemical gloves, and safety glasses inside the cleanroom. The university has ordered PPE supplies that will be distributed to faculty and Core Labs as required. High-touch surface areas will be placed on a strict cleaning schedule with both staff and Facilities interchangeably cleaning the high-touch surfaces. Additionally, sixty reusable keyboard covers and 500 disposable mouse covers have been ordered.
High touch surfaces are to be wiped down before and after each individual use. Chemical gloves will be assigned to each person, who will write their name on them. No sharing of chemical gloves. Face shield and chemical aprons will be wiped down before and after each use.
Most of these items need more discussion internally.

High-touch surfaces in facility buildings (like doorknobs, bathrooms) are cleaned by university cleaning crews. Microscopes and other instruments are wiped down with cleaning supplies before and after each use by users. Shared items like face shields and chemical aprons are wiped down by users before and after use. Users are assigned their own pair of chemical gloves. In some facilities users also get their own chemical apron. In shared spaces, lab staff will also be responsible for wiping down spaces with IPA. 30 minutes are left free between reservations of characterization tools. Safety glasses are disinfected by staff in some facilities. Users provide their own safety glasses in other facilities. Keyboards are covered with Glad press and seal. Changed between users.
No sharing of garments/gowns and other PPE, individual plastic bins or zip-lock bags to store individual lab coats, clean the bin regularly with IPA/DI water solution Plan is to buy plenty of Silicone Keyboards and keep wipes next to each one.
Provide personal safety glasses, considering personal face shield (non-chemical) once supplies available. Microscope objectives and other surfaces close to skin are required to be cleaned before and after use. Keyboards, mice and other surfaces normally touched with gloved hands on recommended to be wiped after use. Generally we tell users to assume their cleanroom gloves are chemically compromised as soon as they touch anything, hence don't touch face and skin. This is appropriate for the viral contamination as well. We recommend cleaning of the gloves using iso wipes periodically and immediately before removing their garments.
We do not share them.
We are limiting capacity and using masks only.
PPE in contact with the face must be wiped down with 70/30 IPA/Water before and after use (face shields, goggles, safety glasses). Chemical gloves must be rinsed thoroughly after use. No special precautions on chemical aprons other than the normal monitoring for degradation. Users are encouraged to wipe down their surfaces when not gloved regularly. The vast majority of use of our facility is in the cleanroom which is a fully double-gloved environment at all times, so surface decontamination is not seen as critical, though we maintain a weekly wipe down schedule of the facility.

What is your hand hygiene protocol before entering the lab and in the lab? (Double gloves? Hand sanitizer? Wash station?)
Hand sanitizer and use a wipe to open the door to the gowning room.

Gloves are not to be worn outside the labs. Hands should be clean before entering any lab space. Hand sanitizer is required before entering and prior to exiting the labs. Each lab also has a designated hand-washing station (again to limit the potential for cross-contamination.)
Hand washing upon entry and exit, NO GLOVES allowed, and disinfectant of surfaces.
Upon entry into the gowning area the student uses the non-contact hand sanitizer. From that point gowning is performed in the standard manner, but limited to two persons in the gowning room. We have also spaced out the bunny suit hangers so the gowns do not touch. Air flow in the gowning area has also been increased.
Hand sanitizer outside cleanroom before entering. Normal glove procedure
Hand sanitizer station outside cleanroom, hallways and other major labs
Hand washing is required prior to entry to the secured zone, and recommended frequently throughout the day if not in cleanroom. Hand sanitizer is available, but hand washing is preferred. Lab space require double gloves which is our normal, non-COVID operating procedure.
We have hand sanitizing items at the entrance and exit side of the door. Users are required to sanitize their hands as they enter the lab. We do not require use of gloves but we require face masks. We also take face temperature of the people if their temperature is above normal we do not allow them to enter into the lab.
Single gloves and hand sanitizer.
We ask that users wash theirs hands before entering the lab, and we stick boxes of tissues before each gowning room so that users can enter lab spaces without touching anything. Then the users don gloves and wipe their personal belongings and anything else they may have touched with IPA, including the door handles (including the outer ones). Then users gown, and finish with a second set of gloves. They are expected to change gloves frequently.
[The University] is working to provide hand sanitizer stations in front of labs. Until then, wash hands before entering space. Disposable gloves are put on as soon as user walks in space. Wipe keyboard and mouse before and after work.
Automatic dispensing hand sanitizing stations will be located in the vicinity of the lab entrances for use before and after entering the labs. Glove stations will be provided as needed. After donning the first pair of gloves and putting on the rest of the PPE, users are instructed to use the hands-free sanitizer dispensers to sanitize the first pair of gloves before putting on the second pair of gloves. Furthermore, a hands-free wash station with an automatic soap dispenser and hands-free paper towel dispenser are located in the Biocleanroom for use.
hand sanitizer. We don't have a nearby wash station. Double gloving is too costly and effects limited glove inventory
There will be a hand sanitizing station right at the entrance to the facility. After using the hand sanitizing station, users will immediately put on gloves that we make available at this station. Gloves are to be worn at all times in the facility, but can be changed out. We also provide gloves in the cleanroom gowning room and in all the outside labs.

Users are encouraged to clean hands with alcohol-based sanitizer prior to entry (if cleaning w/ soap & water, it's hard to quickly get hands dry enough to put on gloves) Users should don gloves immediately upon entrance (we have 1Safe (TM) gloves dispenser that facilitates on-glove-at-a-time dispensation). They should remove glove at the lab exit and immediately use the available hand sanitizer or go straight to restroom to wash hands.
Users must wash hands immediately before entering. There are bathrooms immediately across the hall from the gowning room entrance.
Double gloves or hand sanitizer based on availability. Wash station is not available at entrance.
We are not a clean room so mostly wash stations. We have limited hand sanitizer right now but will work on getting more. Gloves for things that cannot be sanitized.
Plan is to wash hands (hoping to turn a drinking fountain station into a hand washing station outside the lab) and hand sanitizer. We normally have a double-glove policy inside the cleanroom. We have not decided whether to do this in our satellite labs.

How do you manage cleanroom suits? (Disposable versus laundered? Are full suits used? Who handles the garments and how?)
We have two cleanrooms and one uses disposables the other launderable. Users get their own full set to be stored in user's bin. They handle their own garments, either tossing the disposables when damaged, or the launderable ones go into a large bin for pickup by laundry vendor.
We have a rental service for our cleanroom suits. We want to streamline gowning, because the occupancy limit for our gowning space (<250 ft2) is one person. So, we will be trying out an experiment to eliminate cleanroom booties, relying on just shoe covers instead. We're trying out shoe covers that are slip- and chemical- resistant. For height-challenged people who risk tripping over too-long pants legs, we will have slap bracelets which can be used for holding pants legs up. Suits will be individually assigned, not shared. As these are rentals, each garment is individually barcoded. The current plan is to have labmembers check suits out using the barcode scanner. Garments will be kept in ziplock bags and stored in individually assigned bins outside of the gowning room/labs (we purchased shoe storage units for this.) Labmembers will pick up their bagged suit and wait to gown up. On exiting the lab, they will rebag their suits and return them to the storage shelf outside the lab. Labmembers must return their suits to laundry once/month or be charged the cost of a lost suit (~$200.) We wanted to avoid having staffers handle used garments.

This also depends on the facility. In one facility, all cleanroom suits are laundered after each use. In another facility, clean room suits can be reused for one week. They are stored in the gowning area, spaced apart. Only staff handle used cleanroom garments.
N/A
Disposable full suits stored in individual bins/bags by users themselves, proper disposal (yet to be decided).
We will continue using our laundered suits, but with more frequent laundering and with suits being hung further apart when not in use. Our suits are laundered by a contract service (Uniclean).
Most of our users do not use clean room suits. However, we require users entering wet-lab to use none disposable garments which are sent to laundry every Month.
Limited traffic of our cleanroom allows for laundered garments. Gowns to placed in laundry bin if user does not plan to return before laundry day. gowns that are reused are separated by 1 ft.
Normal laundered full clean room suits. They are sent out to cleanroom laundry
We launder suits and have placed plastic sheets between users' gowns. We have full suits and coats for different spaces. Individuals handle their own garments and one of our staff sends them out to Ameripride monthly for cleaning.
The [fab]is a class 100 cleanroom so we are in the full bunny suits. The suits are laundered weekly by an external service. Weekly tear down of the gowns is performed using masks and gloves.
Laundered suits, masks and cowls stores in plastic bags when not in use. No special precaution to coverall suit otherwise due to masks (fabric or non-surgical disposable) required before coming onto campus by [local jurisdiction] and our own policies. Cintas is our standard provider. They now require all return gowns be bagged in dissolvable bags for extra protection for their workers. All laundry handled by shipment.
We offer non-disposable garments, laundered, bagged, and sealed by the cleanroom division of Cintas. In addition to the gloves, face masks, bouffants, and shoe covers provided in pre-gowning, the Inorganic Cleanroom (ISO 5) utilizes the full suits (hoods, gowns, and boots) while the BioCleanroom (ISO 6) uses frocks. The users only handle the garments in the context of unsealing the bag, wearing the garments, and storing them in the garment bags on their assigned racks. In addition to that, the staff restock the shelves and collect the dirty laundry. Users are encouraged to change their suits every 10-20 visits.

N/A - Characterization Facility is not in cleanroom.
Disposable
We have laundered garments for head-to-toe coverage. Garments are currently on hangers and will now be placed in cubbies to reduce cross-contamination. Suits in use are collected biweekly by staff, bagged and given to the laundering company.
All users assigned disposable full coveralls hanged with at least 1 ft separation. Using vestibule space as needed and move coveralls between gowning room and vestibule as needed.
Suits are laundered after one time use and handled by the staff.
N/A

Do you provide face coverings? If so, what kind?
User density is currently zero and will ramp up very slowly. this issue doesn't really come up yet.
For now, users are expected to bring their own. We recently purchased launderable face coverings for the cleanroom, and they will be arriving in about a month.
We provide disposable, pleated face masks for our cleanrooms. We also require all users to wear eye protection while inside the cleanrooms, and full-face shields while they are working on hazardous chemicals. Additional face shields will be available to researchers for the general lab space and common areas.
Only disposable masks. [The University] is considering providing a face covering solution to all labs, but details are vague.
We will provide surgical masks, more specifically for our staff, but also if not already present when arriving.
Yes, we will provide disposable 3-ply surgical-style masks for each user.
We currently have a decent supply of face masks and have ordered a supply of snap in snoods as a backup. However, feel that the snoods are not as effective as the face masks we are currently providing.
General face masks. N95 are being considered for trainings.
Yes--typical surgical masks
Yes we insist on using face masks and provide users face masks unless they come in with their personal face masks. We purchased face masks from Fisher Scientific with catalog no: 19166980
Everyone will be required to have their own face coverings. If they prefer to use their own in the labs, they can use a cleanroom beard cover over their own face covering. We also have do-it-yourself face coverings made of lint-free wipes. And we will have masks compatible with cleanroom suits, made from cleanroom knit wipes modified with snaps.
Not at this time, but are looking to acquire some.
Yes, surgical masks.

Cleanroom suits include launderable cloth masks certified for cleanroom use. We provide cloth masks to staff. [County] requires residents to use fabric masks anytime they are out of their homes and may come closer than 6 feet to some not normally a part of their household. (University) and our own policies request users to acquire and utilize fabric masks anytime they may be on campus. We provide paper, non-surgical masks to users as a backup.
Yes, disposable surgical masks and/or veil mask
All people are required to wear approved face masks while on campus and in buildings. Users are therefore required to wear these masks at all time in our facility. In the cleanroom we will be using washable facemasks that they will wear over their personal face masks. The washable mask is to be used only once, and will be placed in the laundry container after each use.
Yes, surgical masks are provided.
Both reusable and launderable
We provide 3-ply surgical masks with PFE, ASTM F2100-11 rating.

Have there been difficulties in obtaining hygiene supplies? If so, how have you managed?
Facemasks have been the hardest thing to acquire. Gloves seem to be OK. The (University) is receiving a large order of facemasks and then distributing them to the people and labs on campus.
Ordered supplies recently, don't know difficulties yet.
Central purchasing has procured vendors and supplies. We have ordered gloves from our usual supplier.
Face masks are a concern. The availability and price of IPA is also highly variable. According to our chemical supplier shipping has become difficult and a large IPA plant in Europe is down. The demand on hand sanitizer has also driven the demand for IPA and apparently ethanol.
Yes, everything is in short - or no - supply. We have piggybacked on the [cleanroom] for some large purchases, but we have also sought out new/other vendors and tried to buy in bulk when possible.
Yes, there is a long lead time on any supplies ordered directly by the facilities through university purchasing processes. Staff members have purchased some supplies on their own (e.g. from Sam's Club). The university has promised to provide any needed supplies to the facilities, but there is a lag on this.
Yes. Limited quantities were available, so we place multiple orders.
We are able to obtain some small quantities of certain in-demand supplies, such as chemical aprons. Latex and vinyl gloves have not been a problem, but it is difficult to obtain nitrile. We plan to conserve items that are difficult to obtain and reuse where it is reasonable to disinfect.
We planned accordingly and purchased a year's worth of supplies in January. We have not yet had difficulty in buying further supplies, but anticipate issues and price gouging in the future.
No.

Yes. We need to order hand sanitizer from our innovation campus. Transport it on our own and bottle it on our own and order bottles on our own.
Not yet
Yes. We are getting most items through our central Office for Research Safety as a University for this reason.
It is not easy to find a supplier or vendor for disinfection materials such as wipes, hand sanitizer, and touch-free dispensers. A flexible approach has worked for us. Instead of merely searching for hand sanitizing dispensers, I also included soap and liquid ones). They also continually search the internet for new supplies and make direct contact with the vendor to ensure they have it in stock.
Disinfectant (standard stuff off the shelf) has seen interruptions, and we are seeing long lead times for nearly all PPE and cleaning materials. We have flexed our ability to order high purity IPA and non-woven wipes to address the issue thus far. [University] EH&S and custodial services continues to support as possible as well.
Yes, hand sanitizer have been difficult to find
IPA is limited, but we have a large enough stock to survive lead time.
We have no difficulty obtaining hygiene supplies. We get such supplies from Fisher Scientific with catalog nos:19043815 (purell wipes) and 19043732 (instant sanitizer)
YES. We limit opening to trainees until we have the proper PPE

Is your facility performing health checks on staff and/or researchers? How are these managed?
We do not. I asked the office of economic development and research for thermometers. They did not support the idea that we take measurements of users.
Provided by University; process unknown
No, we expect staff/users to self monitor. Large signs directing staff/users to go home, if they are sick
No. We say that users and staff must stay home if they are sick, and recommend that they take their temperature before they come into work.
We do not perform health checks. We simply check the temperature of the users using remote sensing and making sure that their face temperature is normal. If their temperature is above 100 F we ask the users not to enter the lab.
There are HIPAA concerns about collecting and acting on this kind of information, particularly in a shared facility where many of our researchers are not employees or students. The University will be deploying a health check app, which everyone must fill out before arriving on campus. We plan to use this for our non-university researchers as well as students.
All personnel are expected to take temp before leaving house.
The [fab] staff members check their temperature daily using a non-contact thermometer. They are not required to report their temperature, but asked to stay-at-home if their temperature is over 100°F. [The University] is also performing COVID-19 testing for a limited number of essential on-site staff.

anyone entering the building is required to fill out an online form before they come in verifying that they do not have any of the variety of symptoms of COVID19.
No
Yes, temp checks.
Temperature checks of all those entering the building are conducted by security guards.
[University] faculty and staff are following guidance from the [University System], the Centers for Disease Control and Prevention (CDC), and the [Department of Public Health]. This guidance includes quarantine, isolation, and return to work criteria established by the CDC.
Daily self attestations of health and a lack of any symptoms required by [University]-wide policy. This is handled via [the University's]'s central personnel system for those with access, and by paper sign-in sheet for those without. Details available on [the University] website.
University policy is to check before coming on-site and after returning home. Temp check or symptom check. Currently these are only documented by the employee. No screening of lab users in place at this time, but looking at options.
No decision yet. May be performed at building entrances.
[The University] as a whole is requiring everyone to fill out a health check form each day before coming to campus.
The facility is not performing health checks. Staff and researchers are responsible for managing themselves and staying home if sick or if they have been in contact with a known COVID-19 case.
This is going to be a university-level - or higher - policy. No word yet what the expectations will be. We have purchased non-contact thermometers in anticipation. Staff will self-monitor and report.

How is the maximum number of researchers allowed in your lab determined? Do you anticipate demand being higher than the number allowed? If so, how do you plan to manage expectations?
As the [State] is beginning to modify restrictions to the stay-at-home order, the University is developing a set of policies, procedures and guidelines associated with the increase of research activity on campus beyond the current level which is restricted to critical research activities as described at [the University website.]
It is determined based on ability to social distance at 6 feet unmonitored. We anticipate a high demand, and we are creating messaging that tells researchers there will be longer than expected wait times due to lower capacity. This will just have to be tolerated.
1 specialist+1 user

When we reopen, the initial density allowed is two researchers per lab that is >250ft2. One researcher per lab is allowed for spaces <250 ft2. For our collection of 12kft2 of spaces, this corresponds to 41 people. For the Cleanroom, which is a collection of 13 rooms, this limit is 25. In practice, we will be limited by how many people we can process through gowning and managing traffic flow where aisles are only 4' wide. To start, we plan to limit cleanroom occupancy to around 12. Some of the other spaces will also be reduced initially as well. A study of our lab use in Feb. and Mar. shows that most people use the lab between 10 and 4 pm. 75% of equipment use happens between these hours. Weekdays have 8X the activity of weekends. So, if we believe if we can persuade researchers to spread out their use throughout the day and into weekends, we should be able to accommodate demand. We will be going to work shifts for our researchers; that is, researchers will need to not only make reservations on the equipment they want to use, but also make sure their reservations fall on their individual shift day/time. It's an extra barrier to entry, but it also means researchers aren't competing with as many people for equipment availability, so we hope this facilitates access.
This is a very small box for so many questions. We are 'mostly' limiting numbers based on room/area. Much of our rooms will only allow one person. A ~ 3 hour time delay for change of room occupants if there is going to be long term use of the room. This will likely result in demand higher than supply. We will do a 'first come first served' plan but limit the amount of time for each 'use' of a specific tool. Then they have to 'go to the bottom of the list' for more analysis. There will be exceptions handled on a case by case basis.
Characterization tools are mostly one per room, so most rooms are single-occupancy. For some larger labs, we have used a conservative version of the spacing allowed in restaurants (100 sq. ft/person vs. 50 sq. ft/person) to determine occupancy. We have implemented scheduling rules and will be removing extra chairs to enforce these limits.
1/3 of the average maximum occupancy at any time of the day during last year.
Total facility space and recommendations from Governor's office. Limited to 25 people, largely self-policing. user's required to indicate the time they will be in the facility on a shared calendar. We have been very clear with everyone that this will not be business as usual, research will be slower, access will be limited, and so far there have been no complaints, though we are currently still operating for essential research categories only as defined by the [State] and [University] Office of Research.
Determined by 6' minimums. We should be able to accommodate all persons that want to enter the cleanroom.
Based on area and equipment usage patterns. Yes demand will exceed limits. Currently allow only 2 grad students per faculty on scheduled times inside the cleanroom so access is tightly controlled right now. As we loosen things up we anticipate more issues, likely leading to slower research progress.

Our instruments are located in the lab such that density of users and people in the lab do not exceed the social distancing rule of 2 m separation. We have at this time no plan to increase this human density. We do not anticipate and plan to increase the density in the short term. We will always insist on the face masks for any user to enter into the lab. Classroom teaching will be conducted using remote communication techniques to be developed in months to come.
In small spaces (like rooms that house microscopes or gowning rooms), only 1 researcher is allowed per room. Larger spaces, like the cleanrooms, are limited to 1 person/250ft^2.
We plan to predetermine number of users in an aisle/lab based on sq footage and movement area availability, Not allow so many users in the lab.
We calculated twenty-five occupants as the maximum number of researchers, based on social distancing guidelines.
[The University] has produced lab guidelines that require no more than 1 person per 250 sq ft. We are using this guideline, which basically means a maximum of 1 person per cleanroom bay and outside lab. We do anticipate demand being high especially as we first open up. But users must follow this guideline or be subject to our standard disciplinary action.
One user in most spaces. Cleanroom: one user per bay. A couple of analytical labs have high traffic. User's will have to plan experiments carefully.
A preliminary study by campus estimates 1 person per 150 Sq. Ft. We do not anticipate an issue for the cleanroom facility but will have to set up additional scheduling rules for the general laboratories outside of the cleanroom.
We experimented with how hard it was to keep social distance with different numbers of people in the labs. We found that three in each lab was all we could do if we wanted to maintain 6' for the majority of the time.

Are processing/remote services being offered to researchers? How are requests prioritized?
Yes. They are prioritized based on definition of "essential" by the University and then via PI request from there.
Yes. Priority is primarily first-come, first serve. Individual discussion with researchers will be necessary to determine response time.
We still plan to have remote characterization services. As usual priority is at the discretion of the staff member so long as a clear turnaround time/ due date is communicated before the work is started. With lower occupancy and no training duties initially, there should be sufficient time for staff to work on projects.
In Phase 1 - plan is to only offer limited remote services based on urgency and graduation needs for students close to completion
We will likely offer some sort of remote services, but have not decided how to deploy this. Service will very likely be limited to standard, stand-alone processes, rather than integrated sequences requiring any development work.

Planning and discussion are ongoing, and tasks being managed as equipment and personnel availability increase. The site has a project Coordinator who handles this.
Yes. Researchers who have been accessing facilities during the shutdown (e.g. those with critical research exception) are given priority for time. Services are prioritized by facility staff with priority given to research that was "in line" before the shut down. In some facilities, research must be approved by staff and the university.
We are offering staff run samples for most users. We already have this process in place for many of our tools as an option so we will handle the same way we have always done this.
Yes but we don't do much of this so it isn't an issue.
We are allowing some remote services to be performed, but only if it doesn't interfere with on-site usage by [University] researchers, and staff have the bandwidth to perform it.
The [fab] staff is performing service work for both our internal and external customer base.
yes, when we open. case by case evaluation
We are not offering remote processing at this time. Staffing levels aren't commensurate with supporting this activity.
We are developing remote communication techniques based on visualization techniques. This is high priority. During one-on-one interactions we will adhere 2 m separation rule. We will supplement our teaching with additional tools requiring cameras and visualization tools and software. This will take extra cost and personnel but we thing this is how future interactions expected to be.
Yes, by first come first served.
Yes. First come first serve unless covid-19 related.
The [University] Office has approved a small number of research projects. These projects have been deemed essential work and projects in support of specific COVID-19 projects. Some of them are external remote work projects.
Yes. We haven't had to prioritize yet.
Yes. Demand is not that high that we have to prioritize.

Are you accepting new users? If so, how is training done?
No in-person training is being performed outside the cleanroom. Thus, for the time being, we have not accepted any new users.
Yes. An online orientation class will be scheduled in the next two weeks to go over the new cleanroom protocols, modifications to the lab, and cleanroom usage policies.
We don't plan to accept new labmembers for some time yet, perhaps a few months, until we can figure this out. Right now, our priority is our existing researchers.
Not for foreseeable future.
We are not accepting new users initially, but anticipate training new users later in the summer.

Initially, in Phase 1 of reopening, we will not be holding training sessions or accepting new users. We are working to set up some video or remote training options for later in the ramp-up process.
No, not until Phase 3, which is yet to be determined
No. Training is not offered at this time.
No. Training cannot be done and maintain social distancing requirements.
No - all training suspended for the time being as training will require a complete regime change and overhaul.
Yes, users in the sense that they send us samples.
no
Yes, but we haven't had any yet. We will cross that bridge when we come to it, but both parties will wear face masks, and potentially one or both will wear full PPE.
No.
We will always accept new users. We will distribute their use of our facilities in time. We do not expect, considering our location, this will create any difficulty in the future. We are open 24/7.
Per University rules no training currently allowed. This will change as the re-opening plan on campus progresses.
Depends on the facility. In some facilities, only internal use is allowed. No new users can access the facilities themselves, but new users can have service work performed. No training is being performed at any facility currently. It is still uncertain in all facilities when training will resume and in what capacity.
No training at this time. New users are accepted as 'remote' if they want data acquired.
Not at this time. Training and new users will be looked at after we've been back open for a while. I imagine not until another 2-3 months from now.

How are you managing training of existing users?
No training is being performed at any facility currently. It is still uncertain in all facilities when training will resume and in what capacity.
We've been developing new training protocols to facilitate remote training sessions using video conferencing. An equipment trainer can host a virtual session in which they can train the users through a mix of training videos, presentations, and software demonstrations. Following the completion of a remote training session, potential tool users must pass an online test to demonstrate comprehension. These online tests are being edited to reflect remote training.
Our existing customer base has received the necessary in-person training outside the cleanroom. Therefore, our existing customers are being trained in the cleanroom upon request.
Training for existing users will also be suspended for Phase 1 of our return to work.
All trainings will be held one-on-one.
At this moment we are not doing additional training.

No training at this time. Staff are putting together training modules so that moving forward we can have some if not most of the training done via video. We are also considering realtime online training options, but this is still under discussion.
Training suspended until further notice.
No new training requests. Any retraining or questions will be handled virtually/remotely
This is the KEY. We are maintaining 2 m separation during one-on-one interactions. As indicated above we are currently working on how to do this in a practical way so that both personnel and the users are safe. We will take advantage of visualization tools and software and hardware such that both the users and our personnel stay at safe distance from each other.
Same as above. Both individuals wear face masks. We maintain 6' as much as possible and only go closer when absolutely necessary.
No training offered at this time.
Existing users have been trained. They can refresh online.
We are not training new users.
We do plan to offer training where it can be done socially distanced or remotely. We are working on telepresence, using a chromebook with a webcam, portable low-mag scope or endoscope, and headphone/mic combo (which can be disinfected). We're hoping this kind of set up will allow for training and allow staff to communicate with each other and with researchers, for troubleshooting, for example.
None
Open Zoom sessions, Facetime, text, phone, etc, depending of level of staff interacting required.
No trainings for first phase.
We are not training existing users during our initial phase of reopening. We will revisit this after we've been reopen for a whille.

With new COVID-19 rules and protocols, do you anticipate user compliance to be an issue? If so, how do you plan to address?
There may be some non-compliance initially as folks get used to the new protocol, but reinforcement and gentle reminders work best. If we have to get heavy handed then access ill be revoked.
We anticipate user compliance issues and will use a three strikes policy: 1st violation: email to user, PI and Faculty Director 2nd violation: above + email department chair 3rd violation: Kick-out until we are fully open, then user must go through full re-training
Yes. We do not have formal plans yet. Our user base is small enough that we can handle these issues on a case by case basis.
Yes. We will have a 1-strike policy and then facility-specific retraining must be retaken.
Yes. Educate and train, monitor via staff and video, punish as necessary

We do have cameras in the labs, but hope not to have to resort to using them. The hope is that everyone will be on board and watch out for each other. Usually, labmembers are pretty good about letting us know if other people are in violation of lab policies. Then, we review camera footage and take action. We will need to communicate to the lab community that compliance is a serious matter and that the University will shut us down if there are compliance issues.
Limiting the number of people in the gowning room has been difficult, and will become problematic as the number of researchers returning to campus increases.
We have been educating our users on this issue. We do not expect any complains and have not received any until now. It is important to explain this to the users that social distancing is the NEW NORMAL. There will be no compromising on this requirement. Health comes first.
It will depend on severity of violation. Protocols are under development.
User compliance could potentially be an issue. Staff will randomly monitor compliance, both in person and through video cameras. Users not in compliance will be subject to our standard disciplinary process, which after a second incident removes their access to the facility for a period of time.
We do have some concerns about user compliance as we open up to more users in the lab.
We plan to do rigorous, additional safety/hygiene training for staff and users yes, compliance can be a issue, we plan to implement a strict one-strike policy
Yes. We hope to discourage user non-compliance by leaving as few options for non-compliance as possible. Users that don't follow the new policies risk being suspended and ultimately barred from using the facilities. Additionally, the implementation of scheduling rules and other (site) rules to ensure that occupancy limits are being honored will limit options for non-compliance.
Yes, but mainly unintentional, Regular infractions will be deal with individually, potentially resulting in revocation of lab access.
I personally think that - as with pre-COVID lab PPE requirements - the great majority of users will understand both that these new rules are the price of doing business in these kind of labs AND the reasons why these rules are in place. We will need to explain our rules, but I don't anticipate many problems. We have a series of escalating actions (Level 0=No infraction last 7 days; Level 1= 1st Infraction 1->talk to User; Level 2 = 2 infractions within 7 days->email User and PI; Level 3 = 3 infractions within 7 days-> email user and PI and suspend all user access for ## hours). However, we need to emphasize both compliance AND patience - for staff and users alike - in such unusual circumstances.
We do not anticipate trouble. Our community showed very strong promise in policing itself with similar restrictions prior to the shutdown, and we anticipate this continuing. However, individual violators will be address immediately and definitively with suspension of access.
Close monitoring and discipline
Users who do not comply will asked to either do so or leave.

Yes, we do expect compliance to be an issue. One facility is limiting this by only having staff perform work. In other facilities, projects must be approved by the facility, which enables the facility to prevent use by users that may be deemed problematic. In one facility, the cleanroom will always have a staff member present to ensure that users are complying. (With a limited number of users, this should be easier.) In one facility, there is a disciplinary program that will penalize users who do not comply with the facility policies. Repeated infractions will result in a loss of access.

Are your aisles wide enough to accommodate social distancing? If not, are there allowed exceptions or accommodations for people passing?
Hallways and corridors in the cleanroom are wide enough for 6 foot distancing while passing.
Some places are not wide enough but limiting the number of users will provide for social distancing as users will have a space to move to allow passing users.
No. We will be limiting room capacity.
Not always. From our university: "In circumstances where a 6-foot distance is impractical, students, faculty, staff, and visitors are required to wear a non-medical face mask or face covering." Whenever users or staff are within 6', we wear masks.
Social distancing in the cleanroom has not been a problem at this point. Going forward we also wonder about the hard requirement of the six foot rule in a cleanroom.
Yes.
[one] of our external labs located separately from the Cleanrooms. It has 600 square feet of space and contains 8 major pieces of equipment. The width of a lab is about 17 feet and with equipment load from both sides, the central walkway is a minimum of 3 feet that allows access to the various equipment. Only 3-4 people will be allowed in the lab at a time, so if you are in a work-space there is shielding to allow passage. The widest point is 17 feet 9 inches and the narrowest point is 16 feet and 3 quarters of an inch. The average working area is 17 feet and 6 inches wide and 28 feet and 9 quarters of an inch long.
Sadly, most of our aisles are only 4' wide, with a few of the main exit corridors at 6'. Current University policy is that only essential work allows for unavoidable interactions at less than social distancing requirements. When we reopen, it will be for work that is not deemed "essential." We are petitioning for an exception for cleanrooms to accommodate passing in aisles using the rationale that ventilation mitigates risk, but would be very interested in discussing with other sites about this or other approaches.
The [facility] hallways are just large enough to allow users to keep 6' apart. However, in the inevitable times that they do pass at less than that distance, the briefness of the interaction and mandatory PPE worn by both make me confident that hazards will be minimized.
Not generally. We decided to allow passing within 6 ft inside the cleanroom if done in briskly (no stopping to chat, etc.)
Yes. Users are also expected to use their judgment in maintaining distancing.

Entry to some lab spaces have bottlenecks. Looking through window or knocking on door should be sufficient.
Majority of the aisles are not wide enough. So, only one person will be allowed in an aisle, unless there is another way to not cross paths.
Lab traffic is highly controlled. We take face temperatures of any user entering the lab. We require that they have face masks and adhere to the 2 m separation. This is a fundamental requirement. We are educating our users to adhere to these rules. So far we have no issues.
Our aisles are not wide enough for social distancing. In the cleanroom environment, we will users to walk past one another in aisles.
All people in the building are required to wear face coverings when in communal areas or when they might have to pass within 6 feet of another person.
Current recommendations are to use alternate pathing whenever possible, but incidental passing is allowed. This is in alignment with recommendations since we are requiring masks of all those who enter the facility, in addition to the normal masking involved in the cleanroom process.
Mostly, but we tell folks not to linger near each other when passing.
yes

Do any adjacent stations put operators within 6' of each other? If so, what is your management solution?
In most cases we have adequate spacing.
Yes - users are required to spread out and defer work if it cannot be done with 6 feet of separation.
Only a few such stations in the [facility]. We have set up our lab operating software system to prevent the simultaneous operation of such tools, and staff will keep an eye on these known potential trouble spots.
Infrequently. We have in our new protocols, "Do not use adjacent tools."
Reserving a bay will address this issue.
Yes. Table top tools are being relocated. In many cases, the issue can be addressed by moving or rotating the control station of the equipment. We have a few stations where this is not possible -- we will need to institute priority rules about using these stations on a case-by-case basis.
Not allowing this currently. Users must wait for the space to clear.
Keep user density of specialists and users low until we are back to normal operation mode.
Strict limits on number of people in a lab/area at the same time Social distancing (6 feet) will be enforced in adjacent stations, labs, at fume hoods and benches
Our work stations are separated by 2 m from each other at the minimum. Except for our AFM stations. We do not allow two users work at this location at a given time. 2 m rule is the way of the future. [Lab system] manager schedule users such that 2 m rule is not violated.
No reservation of adjacent stations by different users with overlapping time.

Yes. In some facilities, the staff will make a daily schedule to make sure users are not scheduled in spaces that are within 6 ft of each other. In another facility, users are asked to wait if someone is in the space to maintain a distance of 15 ft. Reservations of tools are spaced 10 minutes apart to accommodate this.
no, they are adequately spaced
We will use visual systems on the cleanroom floor (signs, tape) in front of tools that comply with social distancing guidelines.
No - not with our rule of 1 person per pay or lab.
Scheduling of the tools needs to not overlap.
Some instruments are too close together. We will have to stagger use. Some instruments can be run remotely so staff will load samples allowing users to run the instrument without actually coming to the lab.
Yes. In external Labs, physical partitions will be placed between workstations. Additionally, scheduling rules for the equipment and labs will be implemented on our fab management system to prevent users from operating within 6' of each other. The manager can make a location in the fab management system, set a max concurrency of users, and adds all the tools in the room to be included in that location. Each tool has its own concurrent limit and when a user tries to schedule or log into a tool all location concurrent limits are checked. Thus, the user number is limited to the max concurrency of users set by the manager.
Yes. We will be limiting room capacity.

Is gowning a bottleneck for your facility? If so, how are you managing traffic there?
Yes we have smaller gown rooms. We set up a flow process limiting people and throughput. Not an issue yet for users as only some are approved to return. We developed an on-line training and also required an in-person staff-led 15 minute session to go over the changes.
N/A - Characterization facility is not in a cleanroom.
Yes. A new gowning procedure policy will be implemented that limits the entry to one person at a time with 6' in between them. There will be two different paths for gowning and degowning in the same area. Additionally, we will be following the (University) space planning guidelines for occupancy limits in the cleanroom and using the fab management system to enforce them.
It can be. No more than 3 people are allowed in the gowning room at any one time - there will be a time drain due to this, and we expect our users to be respectful of each other and wait patiently while distancing appropriately. With limited occupancy, we anticipate this being less of a concern.
We have no problem with gowning. Our users are not required to ware gowns.
Yes, but frequency of user entry should not be an issue.
We will allow two people in gowning simultaneously.

Yes, our gowning room limit is one person at a time. We will set up a separate degowning area, so that one-way movement is possible. We might use this instead as a second gowning entry at the start of a work shift. We'll need to see how the traffic flows in the lab.
Reservations are made for the gowning room to limit to 1 person in the gowning room at a time. In one facility, users will exit through a different exit and cleanroom gowns will be laundered after each use.
Not a significant bottleneck at reduced occupancy
As described previously, we do have a two-person limit in the gowning area. This will be problematic as researchers return to the main campus.
N/A
No, low user density.
We will only be allowing 1 person at a time in the gowning room. People coming out of the cleanroom have priority over people entering. We will have to see how much of a bottleneck this creates and may need to adjust some protocols accordingly.
No more than one user in gowning room at any time.
Cleanroom gowning area can accommodate 2 users; glass doors to see inside the gowning area. Biocleanroom can only accommodate only one person at a time.
No.
limiting the number of people allowed into the gowning room.
Not yet, but only allow one person in each gowning room at a time. This is one time when having a lab split between four rooms in two buildings actually is a nice feature.

Will there be markings to denote traffic flow and work areas? What kind of conventions are you using?
Not at this time.
We are considering having a designated flow to enter - and especially exit - the lab. Essentially, we would turn the Entrance/Exit door at either end to one Entrance only and one Exit only door with floor markers indicating the direction of travel.
We will be using markings (tape on the floor) in the cleanroom to clearly indicate the individual bays.
We are using tape of various colors and posted signs.
Tape on floor to designate areas of operation. Directional traffic flow for a few spaces.
No.
Yes, there will be markings to represent traffic flow in work areas to help curtail the possibility of people passing each other unnecessarily and to maintain proper social distancing of 6ft or more. Floor decals are the best option because most people don't read the signs on the wall especially the more of them that are posted. A single sign at the doorway indicating that users should be mindful to follow the floor decals should be sufficient.
Yes. Tape on the floor will be used.
No.

Not necessary
We have lots of gym floor tape in a variety of colors. We have quite yet decided how to demarcate traffic and work spaces.
We will not denote traffic flow patterns.
There are signs planned for the walls but no markings on the floor are planned as tiles are 2' x 2'.
No.
No floor markings planned at this point.
Yes, it will be one-way traffic in aisles and hall walkways with markings
No, low user density.
Traffic in our lab are highly regulated and managed by the [lab systems] manager. People cannot enter into the lab just because they are curious. This is planned and executed in a way that we do not have any traffic flow. For classroom demonstrations will be conducted remotely until we develop a safe way to handle this situation. For the moment we have no classrooms entering our laboratories until we develop our remote demonstration tools.

What kind of accommodations for social distancing, if any, need to be made for your staff?
Weekly group meeting will continue to take place remotely.
Our facility staff is small; additional COVID specific safety/hygiene training and even alternate day schedules, if needed - M-W and T-Thu, change weekly
Our staff adhere 2-m social distancing rule and insist on others (including users) adhere to these rules. So far this is working without a problem.
Schedules have been adjusted so that no more tha 2-3 staff are on site at any given time. Workspaces are no longer shared and staff are required to use alternate workstations if sharing would otherwise occur. Some staff with particular concerns are working alternative schedules (weekends, after hours) as needed. We remain flexible.
maintain a 6' distance.
We have shared offices. Staffers who can, will work from home. Those who can't don't typically occupy offices much of the time, but instead will be in the lab or elsewhere in non-occupied spaces working on equipment repairs and utilities.
To ensure proper distance between staff members, staff offices will be reorganized and modified in line with the occupancy limits put forth by [the University]. Additionally, the staff-user interactions have been modified to limit in-person interactions to only when absolutely necessary. The staff operation will occur in staggered shifts to limit interaction amongst staff members. And automatic dispensing hand sanitizing stations will be provided in the offices with sanitizing wipes to wipe down desks and workspaces.

Staff offices will not be used in some facilities, and staff members will work from home if possible. Staff who share offices will be given a different workspace to limit to one per office. Staff members will work on rotations.
Some of the staff share a common office area. Therefore, we limit the number of staff in this area to two at a time.
We post the rules about social distancing on each lab door and monitors through the building.
We have spread the students out in their office to stay 6' apart and make sure they are wearing masks.
We are allowing only 1 person per office. We have a couple of two person offices and have made arrangements to move one of the people to another space or to work on a different schedule.
Moving some offices
They will reside in their office if on campus. Nobody is to answer their office doors. Zoom calls will be used to deal with questions. If staff members needs to go to lab, there is a designated waiting area for the student during this interaction.
There are 2 shared staff offices. We will be arranging schedules so that neither is occupied by more than one staff member at a time.
We need to plan for separating out office spaces.
In office and public areas, staff will require masks and gloves at all times. Social distancing guidelines will be enforced. Staff will be encourage to work in conference rooms.

Will your staff work in shifts? If so, what are the coordinating and organization logistic challenges?
Mostly everyone will still work a day shift. I have one staff member with childcare needs that will be working an evening shift.
Three shifts with four days on site and ten days offsite, including weekends. 4+10 equates to our quarantine guidelines.
No shift work planned.
Yes. Plan to have 1/3 of the staff in during daytime because of small office space. Onsite staff will rotate. wok-from home staff will be available for video/phone consultation.
No.
The staff will de-densify by having core facility staff work in shifts. One of the challenges will be working within new operating hours, work/family balance time, personal security, and possible weekend work hours.
No.

Yes, there will be a morning - early afternoon, mid morning - afternoon, and afternoon - evening shift. Some logistical considerations are: separate users who share an office, try to ensure broadest availability of technical coverage (e.g., avoid lack of staff expertise for XRD during evenings), making tools available as much as possible, ensuring that no one works an evening and then the subsequent morning,
Yes. AM and PM or daily depending on subject area.
yes, two teams, alternating 3 day 8 hour shifts.
No.
Yes, our staff works in shifts. There is morning and afternoon shifts. However, they are always a phone call or other online communication away. This is working fine so far.
We are organizing shift work.
We are not likely to have staff work in shifts. The density of staffers will be low at any given time and those that are on site are likely to be dispersed throughout the facility. Also, our staff have pretty spread out working hours as it is. The logistic challenge will be in ensuring communication between those on site and those off site, as well as across different working times/days.
Alternate day schedules, if needed - M-W and T-Thu, change weekly
Currently have two teams of 5 and 6, one team on-site at a time to cover the 7AM to 8PM open hours. Have decided this won't work long-term (several reasons, but mostly because we can't operate, maintain, upgrade and install equipment with only 50% of the staff on-site at a time). Will be moving to bringing everyone back full time but maintain separate teams with separate offices. Will allow interactions between teams inside the cleanroom areas only. Really no more risk than an asymptomatic grad student working in the cleanroom infecting both teams on different days.
Yes - we address this in our weekly staff meetings, flexing as needed depending on current situations. we have a small team (7) so there haven't been too many concerns. Obviously, tool maintenance timeline and responsiveness will necessarily suffer, but we accept this as the cost of safely doing business.
Staggered work schedule to minimize physical interaction. challenge will be the ad-hoc requests for instrument troubleshooting.
Yes. Challenges include that some tools are typically run by one person which makes it hard to limit time on campus.

What kinds of meetings, activities, or communication channels are you using to keep people in touch across shifts and/or with those working from home?
Too many zoom meetings
No in-person meetings. Daily staff meetings were moved to the cleanroom, but are now performed online.

Microsoft Teams has been a great coordination tool in addition to our weekly staff and user zoom meetings.
2x weekly update meetings and Zoom chat groups.
We use Microsoft Teams for all communications.
Text messages, email and MS Teams meetings.
Scheduled Zoom meetings, as needed, phone and email
Zoom meetings and email are primary forms of communication.
Email will probably be the main means. Cell phones as well; several staffers do not have cell phones, but we will likely need to acquire them.
Zoom staff meeting. Shared Google calendars.
Webex is great tool for such meetings. This works great. We do not have to stay around a table. We have been enjoying this way of interactions for the moment.
All staff - onsite or remote - are expected to be available for inquiries (at least from their colleagues) during the entire lab operating time M-F.
Zoom, phone, may be slack
slack, email, paper /electronic traveler
Standard methods. Considered Slack but previous unrelated efforts to use it were unsuccessful
E-amil, Zoom.
All meetings and discussions will be done over the phone or through zoom.
Per [University] policy, all communication is limited to Microsoft Teams, Emails, phone calls, BlueJeans, and Webex.
We use Microsoft Planner for most task-related communication and are going to have outdoor weekly meetings when the weather gets nicer.