

GUIDE TO SAFETY

COVID-19 Response



TO PREVENT THE SPREAD OF ILLNESS

- Please wash your hands frequently with soap and water for at least 20 seconds. Hand sanitizer should be used when unable to wash hands.
- Everyone (research staff and DAR staff) should disinfect common facility areas and touch points with Rescue, 10% bleach, or 70% ethanol (ex: doors, light switches, door handles, refrigerator doors).
- Remind both research and DAR staff to stay home when they are not feeling well or if any member of their household is ill. Send home any employee that is ill.
- If someone in the group begins to feel ill, they should notify their supervisor and others who they work with and leave work immediately.
- Consider alternating work schedules to meet the demands of research while limiting close contact with others. Lunches and breaks should be taken at staggered times or in separate locations. Only DAR staff should be using DAR break rooms.

WORKING IN DAR ANIMAL FACILITIES

- **New or resumption of ongoing animal studies/experiments may begin** provided the proposed studies have been **approved by your unit executive officer and the Attending Veterinarian or designee**. A public health safety plan (i.e., designed to minimize the spread of COVID-19) on campus must be in place and approved by your unit executive officer prior to submission of the proposed animal work.
- DAR staff will provide only maintenance (feed, water, clean caging) of animal colonies at DAR Animal Facilities and will complete these colony maintenance activities by 1:45 p.m. each day. An OCCUPIED sign will be posted when work is being conducted in a room.
 - **PI and research staff will be granted access to the animal facilities at 2:00 p.m. each day.** This step is designed to minimize the number of in-person interactions between DAR and research staff, thereby enhancing our ability to maintain social distancing.
 - Exceptions to this policy (e.g., nutritional studies) will be granted on a case-by-case basis.

WORKING IN DAR ANIMAL FACILITIES

- Research staff, please identify work that can be done from home or remotely, such as data analysis.
- Do not schedule in-person meetings unless absolutely necessary. Use remote work technologies such as VPN, Skype, and Zoom to engage with others.
- If an essential team meeting must take place in person to demonstrate a technique, maintain at least six feet of separation at all times. If six feet of separation cannot be maintained, then all participants must wear a face covering.



Procedure Room, Surgical Suite, Necropsy Room, and Other Shared Space Activities

- Sign-up sheets to reserve room space are on procedural room doors. Facilities are also sharing Outlook calendars with research personnel to reserve DAR shared-room space. If there are questions or concerns, please contact the animal facility supervisor.
- If DAR staff and research personnel must work in the same room, maintain at least six feet of separation at all times.
- If six feet of distance cannot be maintained, then wear a face covering.
- Research staff should develop a plan for keeping all workspaces and equipment sanitized regularly.



Resources

- [Office of the Vice Chancellor for Research and Innovation: Mitigating the Impact of COVID-19 on the Research Enterprise](#)
- [COVID-19 Campus Resources](#)
- Follow [current directives](#) from the Centers for Disease Control and Prevention (e.g., face coverings).
- [Division of Research Safety COVID-19 Safety Information](#)