

EMDL Phase 1 Guidelines

During this time, EMDL staff will do their best to meet research demands while maintaining a safe work environment. Our **First Priority** is your safety. We have implemented the following Phase 1 Policies and Services in response to the COVID-19 crisis.

Policy 1: Items REQUIRED to enter Lab

- Face Mask
- Closed toed Shoes
- Long Pants or Dress
- ORED Phase 1 approval Documentation
- **Appointment**

Policy 2: Appointments Only

To ensure that there are not too many people in the lab, we are admitting people by appointment only. If you are late by 15 minutes to an appointment it will be canceled.

Policy 3: Feeling ill? Stay home.

If you are feeling ill, per Louisiana State, LSU and EMDL policy, you are **REQUIRED** to stay home and care for your symptoms until you recover.

Policy 4: Maintain Physical Distancing of 6ft

In the lab a minimum of 6 ft. Should be maintained between people at all times with the exception of emergency hazard response.

Policy 5: Masks

**NOT to supersede required respiratory protection required for Hazardous work*

Masks are required inside the EMDL **at all times** to prevent COVID-19 contamination from spreading.

Policy 6: Gloves, Hand Sanitizer and Washing Hands

Hand Sanitizer station will be present outside the EMDL entrance for use. Once inside the EMDL, gloves are **REQUIRED at all times**. Please wash hands for 20 seconds upon leaving the EMDL.

Policy 7: Public Equipment & Disinfectant

If you are using public equipment you are **REQUIRED** to disinfect with Isopropyl Alcohol before and after use. IPA bottles will be placed in every EMDL room.

Policy 8: Exposure to COVID

If you have been exposed to COVID-19, you are required to self-isolate for 14 days from the date of exposure. You are also **REQUIRED** to notify the LSU Emergency Operations Center (EOC) of the exposure. You can do this by emailing the LSU EOC at reportcovid@lsu.edu.

Policy 9: Cleanroom Operation

One trained person at a time is permitted to operate in the cleanroom if another trained individual (buddy) is within viewing distance of the cleanroom window/voice porthole. EMDL staff are the preferred personal for such support. Please email oloughlc@gamil.com for availability.

Policy 10: Access to the lab is at the discretion of EMDL leadership and staff

Your access to the EMDL is a privilege, not a right. It can be revoked at anytime by EMDL leadership or staff at their discretion for violation of these and/or any EMDL policies and best practices.

Policy 11: All research must start no earlier than 8:30 am and be complete by 4:30pm as per LSU Phase I stipulations

EMDL 24 hour and weekend access is temporarily suspended. No exceptions. No one should arrive to campus before 8:30am or be in the EMDL after 4:30pm until further notice.

EMDL Phase 1 Services

During this time, EMDL staff will do their best to meet research demands while maintaining a safe work environment. The services bellow are additions or augmentations to the typical EMDL services.

Extended Training

Training sessions that require extended periods of time (30 min. or more) and close contact are suspended until future notice. However, remote operations are available.

Brief Training

Training sessions that take require less than 30 min. or require minimum monitoring and contact are permitted as long as social distancing is observed. Please contact Chris O'Loughlin at oloughlc@gmail.com for scheduling and identification of approved trainings.

Remote Operation

Throughout Phase 1, EMDL staff will offer remote operation of experimental equipment and setups. These operations will be planned on a case-by-case basis in the order they are received. Please arrange with Chris O'Loughlin, oloughlc@gmail.com, for coordinating the process.

Hours

EMDL staff availability is listed below. During these times staff may be reserved for operations. If a researcher is 15 min. late to a scheduled appointment, the appointment will be cancelled. Appointments will be prioritized in the order requests are received.

Chris O'Loughlin	10am - 4pm	MWF
Blessing Adewumi	10am - 4pm	MTWThF

LSU Return To Work Policy

- 1) If you are sick, feel sick, or have any sick symptoms, you are REQUIRED to stay home.
- 2) Employees must maintain CDC guidelines for physical distancing and personal hygiene must be followed.
 - a) Maintain a physical distance of six (6) feet
 - b) Wash hands with soap and water often, for at least 20 seconds
 - c) Use hand sanitizer if soap and water are not available. Hand sanitizers should be alcohol-based with at least 60% alcohol. Cover all surfaces of your hand by rubbing them together until they feel dry.
 - d) Avoid touching your eyes, nose, and mouth
- 3) Face coverings should be worn by all employees when the job or circumstances place them within six (6) feet of someone. Each employee should provide his/her own face covering.
- 4) Employees should disinfect commonly touched items, such as copier machines, staplers, and other supplies, before and after use.
- 5) If you have been exposed to COVID-19, you are required to self-isolate for 14 days from the date of exposure. You are also REQUIRED to notify the LSU Emergency Operations Center (EOC) of the exposure. You can do this by emailing the LSU EOC at reportcovid@lsu.edu.