



Engineering II Access STANDARD OPERATING PROCEDURE

Type of SOP: Process Hazardous Chemical Hazard Class

Date of last revision to SOP: June 29, 2020 (T.M. Pollock/Building Contact)

OVERVIEW

Initially after the onset of the Covid-19 pandemic, all labs were closed only allowing essential workers access to maintain critical lab functions. Access was gradually ramped up through the different phases. Effective June 15, 2021 building capacity is no longer restricted.

Engineering II will have floor managers that oversee scheduling and safety. The managers are:

Floor 1: Kurt Olsson, kurto@ucsb.edu

Floor 2: Chris Torbet, ctorbet@ucsb.edu

Floor 3: Mike Best, mbest@ucsb.edu

Daily Conditions for Lab Entry

Preconditions:

- Access only for researchers who already have completed lab safety training, have a physical key or key card access and have documented their review of the building and SOP.
- No sign or symptoms of COVID-19 or other illness or exposure to individuals who are positive for COVID-19.
- Each person must complete the attestation document on day of entry regarding health condition.

Scheduling Guidelines & Personnel Density

Specify Lab Time:

- Calendar signup systems no longer required for labs or offices.

Building Traffic Flow

Follow Rules:

- Hallways and staircases no longer one way; practice 6' social distancing when moving around the building.



PPE/Safety Equipment:

The following safety equipment is still available in all labs:

- Minimum standard face mask per individual laboratory safety SOPs, or optional masks that exceed minimum standard
- Disposable gloves
- Safety glasses or face shield for training at closer than 6' social distancing
- Disinfectant spray/wipes
- Hand sanitizer

Building and Lab Entry Initial Entry Procedures:

- Unvaccinated individuals must wear face mask or face covering whenever in Engineering II in accordance with Campus policy.
- Unvaccinated individuals must maintain 6' social distancing at all times within labs.
- With gloves, disinfect building door handle as well as laboratory workspace upon initial entry using 70% Isopropanol or 10% bleach solution. This will include faucet handles, light switches, door handles, and any equipment or tools being used (knobs, switches, any touchpoints)
- After sanitizing the workspace, wash hands thoroughly with soap and warm water.

Lab Exit

End of Use Procedures:

- Wipe down all touched surfaces with disinfectant, remove and store laboratory specific SOP as per laboratory SOP.
- Wash hands.

New students/post-docs accessing or returning to campus buildings:

Follow rules above after the on-boarding process of:

- Read the Building Access Plans (<https://engineering.ucsb.edu/information-research-ramp#overlay-context=>)
- Signup for the Daily Wellness Survey (https://ucsb.co1.qualtrics.com/jfe/form/SV_b1KUu3tXTGswQ1n)
- Sign an attestation form which they should send to you (their building committee: [HERE](#))

SOP Lab Access/Operation – June 15th, 2020



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- New undergraduates should fill out this form for access and once their access is approved by OR, they will receive further instructions
https://docs.google.com/forms/d/e/1FAIpQLSdl688h04nCJlch1fpTe_xWxqxU496f3IJq3e-S7CK1KwO7Q/viewform?usp=sf_link

Additional Safety Procedures

Notes:

- Practice social distancing with face covering in hallways and when using the restroom.
- Masks are not required outdoors if 6' social distancing is maintained.
- Floor managers will notify department chairs of violations of these policies and serious safety violations may result in laboratory shut down.