

## **Return to Research Operations-Research Activity Level 2**

### **A GUIDE FOR CNI USERS**

#### **Operational Hours**

**8:00 am-6:30 pm daily (Monday-Saturday)**

**No users allow outside operational hours**

**Super users for specific machines can reserve time during hours of operation for a maximum of 5 hours per day.**

**Non-super users and beginners please see “Equipment and Technique Training” section for sample drop-off instructions**

#### **General Safety:**

Despite increased focus on COVID-19 safety protocols, existing hazards in the lab still remain and should not be taken lightly. Remember to take a few moments before your experiment to review what you need, what could go wrong, and what you would do if something did go wrong. We suggest contacting CNI staff a few days in advance to assure equipment is operational and ready before you need to use it.

#### **Communication:**

While CNI is preparing to gradually get back to full operations, we will communicate to you safety protocols and access requirements. Research Activity Levels will be clearly posted outside the lab and online. This will dictate who will be allowed access, and the level of COVID-19 safety requirements to be maintained while working. It is equally important for the health and safety of you and your coworkers to communicate any problems to CNI staff. We are all developing work models together that require an environment where people can educate each other on effective ways to implement the safety protocols. Please let us know if something feels awkward, ineffective, or if you have a suggestion for something that might work better.

#### **Personal Responsibility:**

COVID safety protocols require everyone to make a personal commitment to abiding by them. Ensuring the safety of our team during this pandemic is everyone’s responsibility. Please make sure to follow all COVID safety protocols.

***Health Status:***

Before leaving home, researchers need to measure their temperature. If their temperature is  $\geq 99.5$  °F they should stay home, monitor their condition and seek medical help if needed. A persistent cough is also an indicator that they should stay home and monitor their condition. If the researcher does not have a fever or persistent cough they can enter the CNI facility.

***Contact Tracing:***

Anyone entering CNI will need to record their entry and exit through both their school tracking software and any requirement set forth in the CEM building.

***Food and Beverage:***

Eating or drinking will no longer be allowed anywhere in the CEM building during RALs (research activity levels) 1-3, or until further notice. Please go off premises.

***Physical Distancing:***

During the current research activity levels, researchers shall maintain 10 feet distance between other researchers and staff. Distance can drop to 6 feet when walking past a seated researcher and both parties are wearing appropriate PPE. These short-distance encounters should not last for more than a few seconds.

To support physical distancing efforts, a limit will be placed on the number of users in each laboratory, which will slowly expand as we progress through the RALs. In addition, students and staff are limited to a maximum of 5 hours inside CNI per day.

***Personal Protective Equipment:***

During the current research activity levels researchers shall wear appropriate PPE, in addition to required physical distancing. A personal face mask in addition to eye protection (i.e. safety glasses, goggles or a face shield) must be worn at all times. Each researcher shall bring their own personal safety glasses and face mask, or face shield. Shared lab coats and safety glasses/face shields will no longer be available in CNI as they do not adhere to COVID-19 safety protocol measures.

***Personal Hygiene:***

Personal hygiene is to protect yourself and your colleagues from each other. This goal can be achieved through five simple actions.

1. Wash hands at least every 30 min with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer with greater than 60% ethanol or 70% isopropanol.
2. Wash your hands immediately after removing gloves.
3. Sneeze into a tissue (tissue boxes will be readily available) and discard immediately.

4. Wear your personal face mask and eye protection; you must wear both of these at all times when in the CEM building.

### Lab Hygiene:

Clean gloves should be worn while inserting and removing samples from the equipment. You are responsible for disinfecting your work area before and after each use. This includes keyboard, mouse, chair, and table spaces. Disinfectant will be available in each room and lab. Cleaning and disinfecting procedures for what can and cannot be cleaned will be placed at each working site and should be followed. Please note that general equipment surfaces will be sanitized once daily by CNI staff or RAs.

### Equipment and Technique Training:

Due to the small size of the equipment rooms at CNI, there will be NO training during the current Research Activity Levels. This includes finishing training already started. Training will resume once physical distance restrictions are lifted in RAL 4.

Students who are not trained or have not completed a minimum of 15 hours of successful solo usage for a specific tool have the option to drop off samples for analysis. There will be no extra cost associated with using this service except for the regular hourly rates. Please send e-mail to schedule pick up and drop off. Please see attached form for submitting your samples. **NO hazardous samples will be accepted.**

**PLEASE NOTE THAT THERE WILL BE A ZERO TOLERANCE POLICY IF YOU DO NOT ADHERE TO THE SAFETY PROTOCOLS. ACCESS PRIVILEGES TO THE CNI FACILITY WILL BE REMOVED IF SAFETY PROCEDURES ARE NOT FOLLOWED.**

Please contact CNI staff if you have any questions or concerns.

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