



## Guidelines for COVID-19 prevention while working in the RAPID lab and conducting fieldwork on behalf of the RAPID Facility

*If everyone working in the RAPID lab and on field assignments uses the precautions detailed below, we will minimize the risk of COVID-19 and maximize prevention and safety. Speak up if you observe a team member or lab user not following such precautions. We are all responsible for stopping the spread of the virus.*

### A. General guidelines for RAPID personnel safety

1. Never come to campus, RAPID HQ, or participate in a field campaign if you are experiencing any of the following symptoms of infection:

- Fever
- Cough
- Shortness of breath
- Difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle Pain
- Headache
- Sore Throat
- New Loss of Smell and Taste
- Respiratory symptoms

2. Staff must complete a **daily attestation of wellness** in Workday before coming to work.

- a. Students not on payroll must complete a separate attestation provided by their advisor.

3. If you experience COVID-19 symptoms, are confirmed to have COVID-19, or have someone at home with COVID-19, stay home, contact your healthcare provider, and immediately notify the EH&S Employee Health Center at [emphlth@uw.edu](mailto:emphlth@uw.edu) or 206-685-1026.

- a. The identity of individuals who have or may have COVID-19 is handled as protected information.
- b. EH&S will provide guidance on communicating to staff (as appropriate).

- c. EH&S will notify individuals who had close contact with the ill person up to 48 hours prior to the development of symptoms.
- d. EH&S will provide close contacts with public health recommendations that may include staying home and monitoring their health for 14 days.
- e. EH&S will evaluate the locations where the person spent time on campus for enhanced cleaning and disinfection.

4. If you **start showing symptoms of illness while at work or on a field campaign**, immediately leave the lab or isolate yourself if in the field, notify EH&S if you get tested for COVID-19, and notify Jeff Berman (jwberman@uw.edu).

5. **Develop a personal transportation plan** that minimizes proximity to other people. Consider cycling, walking or driving instead of public transportation.

6. Be present in the lab **only as long as necessary** for conducting experimental work or performing maintenance on equipment. Plan in advance to minimize time around lab members and the general population on campus.

7. Assume that everyone (including yourself) might be an asymptomatic carrier. Use appropriate precautions as **transmission may still occur with people displaying no symptoms**.

## B. General guidance for cleaning and disinfection

1. Increase the frequency of cleaning and disinfecting, **focusing on high-touch surfaces**, such as buttons, handrails, tables, faucets, doorknobs, shared equipment, and shared keyboards. Increased frequency of cleaning and disinfecting with attention to these areas helps remove bacteria and viruses, including the novel coronavirus.
2. Practice good hand hygiene after cleaning (and Always!):
  - a. Wash hands often with soap and warm water for at least 20 seconds.
  - b. If soap and warm water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol.

## C. Guidelines for working in the Lab

1. Before traveling to the lab
  - a. Attest in **Workday every day**.
  - b. **Sign up for a shift every day** using the [RAPID Spaces Use Log Google Calendar](#). Briefly describe your planned usage of space in the calendar entry . A **maximum number of 1 users** are allowed in any room at any one time.

- c. Ensure you have a mask covering your mouth and nose that affixes securely and properly.
- d. All undergraduates, graduate students, and collaborating researchers must request authorization to enter the RAPID Facility from a RAPID Staff member or RAPID leadership team member.
  - i. This includes all REUs, research assistants, and graduate students

## 2. After arriving to the building and lab

- a. **Do not enter unless you are logged in the RAPID Spaces Use Log calendar.**
- b. When accessing the key box, sanitize after closing or leaving the box. When finished for the day, sanitize the key before returning.
- c. **Sanitize your hands** upon entering and leaving the lab
- d. Increase the frequency of cleaning and disinfecting of **high-touch surfaces**, such as buttons, handrails, tables, faucets, doorknobs, shared equipment, and shared keyboards.

## 3. While working in the lab

- a. **Limit presence in unique work spaces to one person. (HQ, Computer Lab, Workshop)**
- b. **Always maintain 6 feet between researchers** unless it compromises safety.
- c. Minimize the use of shared items (pens, notebooks, frequently used reagent bottles, etc.). As much as possible, each person should have their own.
- d. Do not touch anything on another's workstation without their express permission. If you do, wipe down the object as much as possible and place the object in the shared equipment spaces.
- e. **Do not wear gloves** and wash your hands after using shared devices like keyboards and lab phones.
- f. Sanitize shared surfaces and devices when finished using them.

## D. Guidelines for working in the Field

### General Guidelines for Fieldwork

**Anyone participating in RAPID fieldwork should maintain  
a "Separate, but Together" mentality.**

The buddy system is extremely important to individual and team safety and can be modified to work in a social distancing fieldwork environment. Even though travel and individual work will be performed 'separately,' team members should be aware of, and in active communication with, other team members at all times. Doing so will allow the field team to operate safely and 'together' while adhering to social distancing requirements.

- ❑ All RAPID deployments require a [Field Safety Plan](#) (FSP) to be filled out.

- ☐ All participants must sign off on the FSP.
  - ☐ Assign fieldwork roles to each participant and identify those in the FSP.
  - ☐ Include a plan for emergency contingencies (in case of injury etc.)
  - ☐ Make sure all field personnel discuss their level of comfort with contact during emergency and non-emergency situations. (wearing masks, gloves, appropriate distancing)
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- ☐ Sharing equipment should be avoided unless absolutely necessary.
    - ☐ Ideally plan for complete separation of physical equipment contact, or plan for glove use of shared devices
    - ☐ Each fieldwork participant should have a unique role that places them in charge of specific equipment in order to prevent shared use of equipment. E.g., Surveyor, Laser Scanner, Drone Pilot, Observer, Note Taker, etc...
    - ☐ Create a list of equipment needed and a plan for contact tracing per piece of equipment
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- ☐ Create a plan for travel to and from the field work site.
    - ☐ Use Separate vehicles
    - ☐ Stay in contact
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- ☐ Use PPE when appropriate and adhere to general guidelines for personal safety and sanitizing
    - ☐ Make sure all participants are in agreement of distancing protocols while working together outside
    - ☐ Wear masks when within 12 feet of each other
    - ☐ Wear gloves when sharing equipment

## Additional Travel Guidance

1. Each field team member must travel to the field site separately, but together in a convoy.
  - a. Ground-based travel is preferred.
  - b. Each traveler must be in different vehicles but should travel in a convoy.
  - c. A travel plan must be agreed upon before leaving with pre-identified rest-stops and food stops if the convoy is separated.
  - d. Air travel is allowable, but should be used only if necessary and is at the discretion of the traveller.
    - i. If travelling in a group, stay in communication and plan meeting points to ensure everyone arrives safely.

- e. Ensure that each team member has a common form of communication.
    - i. Walkie-Talkies should be carried by each team member at all times.
    - ii. Hands-free calling should be used between vehicles.
- 2. Cleaning and sanitizing materials should be carried by each team member
- 3. Commonly touched surfaces (handles, carry points) should be sanitized after third-party handling (FedEX, TSA, etc...)
- 4. Follow existing protocols for social distancing and PPE.
- 5. Field team members must stay in separate accommodations (no shared AirBnBs).

### Additional In-Field Guidance

- 1. Field roles should be assigned before arriving in the field.
  - a. Separate field roles based on equipment and data needs. E.g., One person on GNSS, one person on UAV...
  - b. One piece of equipment should be assigned to one person to minimize shared equipment.
  - c. Team members are responsible for downloading and backing up data for their assigned equipment.
- 2. The preferred method of communication in the field is via Walkie-Talkies. Walkie-Talkies should be carried and maintained by each team member.

### Specific Equipment Guidance

#### **Z-boat**

- 1. The z-boat is not currently authorized for RAPID use as it requires more than one person to handle and operate within close quarters.
- 2. The RAPID leadership team and RAPID staff will revisit this guideline in the future and decide when it is appropriate for field staff to transport and operate the z-boat.

## **E. Safety guidelines during cleaning and disinfection**

- 1. Wear disposable gloves when cleaning and disinfecting. Clean hands immediately after gloves are removed.
- 2. Wear eye protection when there is a potential for splash or splatter to the face.
- 3. Store disinfecting chemicals in labeled containers. Store them in a manner that prevents tipping or spilling.

### **Disinfectant Solutions**


10 % Bleach Solution	100 ml Bleach	900 ml Water	Allow 2 minutes of contact time and pat dry with towels/ kimwipes
70 % Ethanol Solution	700 ml Ethanol	300 ml water	Allow 2 minutes of contact time and pat dry with towels/ kimwipes

## Hand hygiene

([https://www.who.int/gpsc/5may/Hand\\_Hygiene\\_Why\\_How\\_and\\_When\\_Brochure.pdf](https://www.who.int/gpsc/5may/Hand_Hygiene_Why_How_and_When_Brochure.pdf))

### HOW TO HANDRUB?

**RUB HANDS FOR HAND HYGIENE! WASH HANDS WHEN VISIBLY SOILED**

 **Duration of the entire procedure: 20-30 seconds**

