

[Division/Professional School]

Implementation Plan for Research Resumption: University Phase 2*

Phase 2: On-campus research and scholarship are increased to approximately 25% occupancy at any time with expectations that the majority of work remains remote. Scholars may retrieve items from library and offices. Some off-campus research and scholarship may resume with approved resumption plans. Plans for rapid return to Phase 1 must also be in place.

In developing your plan, please reference the [Non-Laboratory Research Resumption Plan](#) and the [Return-to-Work Guide](#). As a reminder, all individuals returning to your unit must follow the public health protocols set forth on the [UChicago Forward website](#) related to self-monitoring, face coverings, social distancing, hygiene, and reporting of COVID positive testing and exposures in accordance with the [Protocol for COVID-19 Exposures](#).

1. Individual-level Safety

Describe how issues of personal safety will be addressed including (i) safety training and attestation prior to any campus access; (ii) procurement of PPE; (iii) handwashing and use of sanitizer. Special attention should be paid to knowing who is in the building at all times which will facilitate contact tracing. A mechanism should be created for concerns and considerations that individuals might have as they return to campus.

2. Facilities (Private Offices, Common Areas, Other Spaces)

Describe how you are preparing spaces in the relevant buildings to manage overall density and allow for appropriate social distancing, enhanced cleaning/disinfecting, and other safety measures (e.g., *marking safe distances, signage¹, shifting/asynchronous hours, setting room-specific instructions, eating, etc.*). Special attention should be given to single-user and multi-user shared spaces, particularly with respect to management of density, common spaces, shared equipment, and eating. Building floor plans may be requested to assist in planning. **Note:** If the building houses another academic unit, discuss how the units have coordinated their implementation plans.

¹ See <https://goforward.uchicago.edu/signage/>

3. On-campus Research and Research Resumption Plans

Describe plans for how your unit will address (i) one-time access to retrieve items from private offices (there is a centralized system that can be used); (ii) authorizing research activity in private office spaces; and (iii) submission of research resumption plans through the overall resumption process. Please specify if/how items (i)-(iii) will be available to graduate students and postdoctoral scholars. Also discuss which staff will be on campus to support Phase 2 research resumption activities. **Note:** you do not need to separately submit a staff-only plan so long as this implementation plan (and faculty research resumption plans) addresses staff as well.

4. Monitoring and Enforcing Compliance with Implementation and Research Resumption Plan; Unit Leadership Structure for Resumption of On-campus Work

All personnel returning to campus must complete appropriate COVID safety training and an attestation before being granted building access. Describe how your unit will monitor and enforce compliance by faculty and staff with the COVID-related measures described in your implementation plans as well as faculty research resumption plans. Be sure to specify who in your unit needs to receive real-time notifications and weekly reports from EH&S regarding COVID-related incidents reported throughUCAIR. **Note:** If your building houses another academic unit, discuss how the units will coordinate on monitoring and enforcement.

5. Internal Communications

Identify the individual(s) assigned as COVID-19 lead(s) for your unit². Describe how you will ensure individuals in your unit are aware ofUCAIR, protocols for self-reporting of COVID-positive testing and exposures, and other updates/changes in COVID-related measures. Additionally, individuals should be aware that should they report any safety concern to their dean, they are still required to submit that information toUCAIR.

6. Contractors and Visitors

Describe how you will address contractors engaged by your unit who require access to your building(s). Note that no uninvited or non-essential visitors are allowed in campus buildings, and contractors must follow the same policies as the members of the University community, however they are not required to complete the University training or attestation. Describe how you will identify essential visitors/contractors and how they will be required to comply with University COVID-related protocols.

² COVID leads are available to field questions, concerns, and ideas within a unit. Contact information for these leads should be posted and provided to individuals within a unit. When there is more than one unit in a building, the COVID-19 leads in the building are expected to coordinate their work.

7. Off-campus Research

During Phase 2, field research will be limited due to travel restrictions. Please include information on processes for off-campus research which should include awareness and following of University-wide travel restrictions and PIs submitting a plan for research using the RRP process. Describe how RRP for field research will be reviewed locally (department chair, dean, or committee). See the [Non-laboratory Research Resumption Plan](#), which includes a checklist to guide field research planning.

1. Interactions with Healthy Humans

During Phase 2, face-to-face healthy human interactions for purposes of research and scholarship will not be allowed and virtual interaction should be prioritized. Plans for interactions with healthy humans should be addressed in the implementation plan