



As you prepare to return to campus, please review these Frequently Asked Questions from EHS

What is the process for returning to do research on campus?

1. Resumption of Research Stage 1 plan is approved for your laboratory by OVPR after a review process.
2. Anyone returning to work on campus as part of their approved Resumption of Research plan must complete training in Workday, “Social Distancing and Return to Campus Guidelines for Employees,” and sign the acknowledgement form before they return to campus. This will be assigned by Human Resources once the individual laboratory plans are approved.
3. A virtual meeting should be held with the Laboratory Supervisor and all lab members that are returning to campus to ensure the approved resumption of Research Stage 1 plan is understood and to answer other questions.
4. The laboratory will need to pick up face coverings/disinfection supplies from the stockroom.
 - Call the stockroom to determine time for pick-up or if supplies can be delivered to the laboratory directly. Stockroom contacts are at the end of this document.
 - Three cloth face coverings will be distributed per person.

Face Coverings

- Why do I need to wear a face covering?
 - Follow [COVID-19 Face Covering Guidance](#).
 - The major route of transmission is by respiratory droplets. Face coverings can help reduce the spread of the coronavirus by people who have COVID-19 but are asymptomatic. Wearing face coverings can overall decrease viral transmission in most situations without needing additional restrictions or distancing.
- When do I need to wear a face covering?
 - Face coverings must be worn in any entry, exit and common area.
 - While in the same area as other people.
 - While socially distancing in a shuttle.
- When is a face covering **not** needed?
 - Driving solo to work.
 - While outdoors maintaining social distancing. Have a face covering with you.
 - When working alone in a laboratory, private office or similar area as long as there is no contact with others.
- What if I can't wear a face covering due to health conditions?
 - Contact Human Resources if your work requires you to be on campus.
- Do visitors have to wear a face covering when at Brown?
 - Yes. All visitors must wear a face covering according to CDC, RIDOH and University regulations and policies.

Personal Protective Equipment (PPE)

- What should I do if I think I need to wear an N95 respirator?
 - An N95 respirator is generally not recommended by the CDC or RIDOH and should not be needed for work in research buildings except where previously approved. If you believe you need a higher level of protection such as an N95 respirator, as is appropriate for health care, please discuss your concerns with your supervisor and have them contact EHS at safety@brown.edu to conduct a risk assessment.
- What if my job normally requires that I wear an N95 respirator?
 - N95 respirators should still be worn for job tasks that typically require them. Anyone required to wear an N95 respirator must be entered into the EHS Respiratory Protection Program. Contact EHS at safety@brown.edu.
- I would like to inquire about using N95 masks in my lab when people cannot meet social distancing measures of 6 ft at all times. What should I do?
 - Face coverings are required and should be sufficient for most work including work closer than 6 feet for less than 10 minutes.
 - Work requiring contact closer than 6 feet for longer than 10 minutes should not be part of Phase 1 research ramp up.
 - Any work that requires contact closer than 6 feet should be identified in the plans submitted to OVPR for review and approval.
 - In the rare cases where N95s are approved, certain OSHA requirements must be met. EHS will help with these.
- Should I wear gloves to protect myself?
 - Wearing gloves in public areas isn't a substitute for good hygiene and can provide a false sense of safety. Skin is impervious to the virus and bare or gloved hands can equally spread the virus if contaminated. Hand washing is the best defense against infection and gloves should only be worn when a task otherwise requires it. If you do need to wear gloves, wash your hands when gloves are removed.

Supplies - Where can I get the following?

- Face coverings
 - Face coverings will be available through the research building stockrooms.
 - The University will provide individuals approved to be on campus with three reusable face coverings or individuals may use their own, provided they meet state guidelines.
- Disposable nitrile gloves
 - If your work (e.g., lab research) normally includes use of nitrile gloves, these should be available through the stockrooms.
- Specialized Personal Protective Equipment (PPE)
 - Obtain specialized PPE (i.e. specific gloves, eye protection, etc.) as you typically would. If you have trouble buying a product, check with the stockrooms. If you have questions you can contact EHS.

- Disinfecting wipes or sprays
 - Some research labs use ethanol or bleach and should continue to do so. Disinfecting wipes and sprays will also be available in the stockrooms. Wipes are currently in short supply and high demand, so you may be provided with disinfecting sprays in lieu of wipes.
- Hand sanitizer
 - Hand sanitizers will be available at the entrances of all research buildings.
 - Additional hand sanitizer will be available in the stockrooms.
- Empty spray bottles
 - Available at the stockroom.
- Face Shields
 - Face shields do not eliminate the need for face coverings. The stockrooms may have limited supplies of face shields if they are needed.

Building Signs

- Will signs be posted in University buildings?
 - Facilities Management will post appropriate COVID-19 related signage at building entrances, elevators, restrooms and other locations as needed. Check with a building manager if a sign is missing or damaged.

Cleaning, Disinfection, and Hygiene

- Who is responsible for cleaning/disinfecting shared equipment (e.g., computers, shop tools etc.)?
 - While University cleaning and disinfecting will be increased, individuals will be responsible for cleaning and disinfecting their work areas, shared equipment and other surfaces.
- What products can be used to disinfect surfaces?
 - Most common EPA-registered household disinfectants should be effective against the virus. However, if surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
 - [EPA approved Disinfectants for Use Against SARS-CoV-2A.](#)
- Can we make our own disinfectant?
 - People working in research laboratories may make their own disinfectant using diluted bleach or an alcohol solution. Remember that COVID-19 related enhanced disinfection procedures should not be confused with the decontamination procedures already in place for working with biological research samples.
 - For enhanced cleaning/disinfection of surfaces for COVID-19, researchers may make a spray bottle containing at least 70% alcohol for disinfecting touch points on electronics and sensitive equipment.
 - A freshly made 2% (about 1/3 cup of bleach per gallon of water, or 4 teaspoons of bleach per quart) up to a 10% bleach solution will be effective following a contact time of at least 1 minute with surfaces. Bleach solutions will begin to lose their

effectiveness after 24 hours and should be made fresh daily. See [CDC guidance](#) for more details.

- How should I clean my lab or other spaces I use?
 - Disinfect all shared spaces, high-touch surfaces and equipment before and after use.
- Where can I find the Safety Data Sheet (SDS) for the cleaning supplies I'm using?
 - <https://cems.unh.edu/brown/CEMS/Dashboard> or contact EHS.
- How do I request more soap or paper towels at a sink?
 - Contact Facilities Management at 401-863-7800 or enter a [service request](#).

Working on Campus and/or Visiting Campus

- Who can remain on campus?
 - Only personnel whose work (1) has been identified as essential onsite or essential/special or (2) is part of laboratory-based research that is approved under the [Research Facilities Reopening Principles and Procedures: Stage 1](#) may report to work in person. All other employees who can telecommute are expected to continue doing so until the University determines a return to work date. <https://covid.brown.edu/news/2020-05-18/return>
- Can I hold in-person meetings?
 - Most meetings will need to continue to be virtual, even for those who have returned to campus. In rare instances where meetings cannot be virtual, face coverings and adequate space to ensure social distancing is required.
- How do I practice social distancing?
 - Per the CDC: Stay at least 6 feet (about 2 arms' length) from other people, do not gather in groups, stay out of crowded places and avoid mass gatherings
 - <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>
- I have questions about ventilation. I'm worried about the ventilation in the bathrooms, coldrooms, etc. Should the ventilation system be adjusted? Is it adequate?
 - Per the CDC: The risk of spreading the virus that causes COVID-19 through ventilation systems has not been studied, but is likely low. Facilities Management is following CDC recommendations for air handling systems maintenance. Facilities Management is evaluating cold room ventilation and we will provide further guidance.

Research Facilities

- Where can I find specific guidance related to research ramp up?
 - Review the [Process for Resuming Research](#)
- How do I bring a vendor technician in to work on equipment?
 - All vendors, contractors, suppliers, and their employees must follow the same policies and procedures as Brown personnel. Whoever is engaging the vendor, contractor or consultant is responsible for ensuring this.

EHS Services & Waste Pickup

- How do I contact the Office of Environmental Health & Safety (EHS)?
 - EHS will be providing services on campus as needed and working remotely at other times. Please contact staff directly by email or leave a message on the EHS mainline 401-863-3353. Messages are reviewed frequently during normal business hours. If there is an emergency, call Public Safety at 401-863-4111.
- How do I request a biological waste pickup?
 - Submit a pickup request using the link on the [EHS Waste Pick-Up Request Site](#).
- How do I request a hazardous waste pickup?
 - Normal routine hazardous waste pickups will resume as research activities increase. Brown's hazardous waste contractor will adhere to the same requirements as employees for social distancing, face coverings, hand hygiene and sanitizing.
 - If the waste pickup is critical, submit a pickup request using the link on the [EHS Waste Pick-Up Request Site](#).
- How do I request a radiological waste pickup?
 - Submit a pickup request using the link on the [EHS Waste Pick-Up Request Site](#).

Training

- How do I complete regular EHS safety training?
 - All classroom training has been temporarily suspended. Most training can be completed online via [TrainCaster](#). Please contact safetytraining@brown.edu with any questions.
- When will you be offering Respiratory Protection Fit Testing?
 - EHS is working on scheduling future fit testing. We will email all users who are part of the Respiratory Protection Program and due for fit testing when we have more information.

COVID-19 Misc

- Someone who works in my building tested positive for COVID-19, what will happen next?
 - Please refer to the [COVID-19 Workplace Safety Policy](#) and [University Human Resources](#).
- What do I do if I become ill?
 - Stay home from work, inform your supervisor, and contact a medical provider if you are experiencing symptoms of COVID-19, have tested positive for COVID-19, have been exposed to COVID-19 (identified contact) or otherwise are feeling sick.
 - Please refer to the [COVID-19 Workplace Safety Policy](#).
- I've recovered from COVID-19, do I still need to socially distance?

- Yes. Everyone must maintain social distancing when interacting with people outside their households.
- Follow [CDC](#) and [Rhode Island Department of Health Guidelines](#) for determining if you are able to stop self-isolation.
- Will the University be taking the temperatures of people when they come to work?
 - Everyone must monitor their health conditions daily before arriving on campus including checking temperatures and being aware of all possible COVID-19 symptoms.
- Who will notify me if I have had a workplace exposure?
 - The RIDOH will take the steps to perform contact tracing and inform anyone who may have been exposed.
 - More information is available on the [University Human Resources website](#).
- Am I and/or my department required to keep a contact tracing log? What should be included?
 - As described in the [Brown COVID-19 Workplace Safety Policy](#), all faculty and staff must take responsibility for maintaining logs of their daily contact, to aid in the event contact tracing is necessary.
 - Include the date, time and locations of your daily contacts.
 - Consider using the [RIDOH COVID-19 Self Checker](#)
- What is the definition of "daily contacts" for the purpose of the contact tracing log that we are required to keep?
 - Daily contacts could be described as, but are not limited to, the following:
 - individuals who have had close contact (<6 feet) for a prolonged period of time (>10 minutes),
 - household members or intimate partners,
 - individuals providing care in a household, and
 - coworkers, but would not include someone you come across in passing through a corridor.
 - For the purposes of documenting contacts in Returning to Research Facilities Stage 1, it is helpful to document longer contact with others (>30 minutes), such as in a shared lab space, even if you maintain at least 6 feet of distance.

Emergency Evacuation

- What do I do during an emergency evacuation such as a fire alarm or other building evacuation?
 - Buildings may have one-way directional indications for outside doors for entry and exit as well as directional arrows in narrow hallways as part of a return to campus plan. **This directional guidance should be ignored during any type of emergency.**
 - As in normal emergency evacuations, occupants should close doors behind them and use the nearest exit. Once safely out of the building, they should report to the evacuation location for the building while maintaining social distancing and wearing face coverings.

Transportation

- I will need transportation on campus. Can I take the shuttle?
 - As described in the [Brown COVID-19 Workplace Safety Policy](#), shuttle transportation capacity will be reduced to abide by social distancing requirements. Faculty and staff should to the fullest extent possible make use of virtual meeting platforms to reduce the need to take the shuttle between campus locations during their work day.

Helpful Links:

- Brown University COVID-19 updates & information: covid.brown.edu
- [Brown University COVID-19 Workplace Safety Policy](#)
- [Brown University Research Facilities Reopening Principles and Procedures](#)
- CDC FAQs: <https://www.cdc.gov/coronavirus/2019-ncov/faq.html>
- Rhode Island Department of Health: <http://www.riema.ri.gov/>

Stockroom Contact Information

Building	Room #	Primary Contact Email Address	Phone	Manager Email address	Phone
Biomed	139	Gerard_Levesque@brown.edu	(401) 863-2745	adam_mcgovern@brown.edu	(401) 863-3393
70 Ship St.	243	James_Andrews_1@brown.edu	(401) 230-3970	adam_mcgovern@brown.edu	(401) 863-3393
Geochem	216	allen_sylvia@brown.edu	(401) 863-3102	eric_friedfeld@brown.edu	(401) 863-3179
Prince Lab	219	John_Lee@brown.edu	(401) 863-2359	Paul_Waltz@brown.edu	(401) 863-1461