

Xia Lab

COVID-19 Return to Work Plan

All staff and students are required to work at home where possible for all tasks that do not explicitly need to be completed in the lab, other Health Sciences Center workspaces, on campus, or in the K-Wing or Foege Vivarium. Examples include inputting and analyzing data, ordering supplies, online training or professional development, conducting literature searches, and writing laboratory protocols, experimental plans, manuscripts, reports, theses, and dissertations.

- **Name of designated COVID-19 supervisor:** Glen Abel
 - **Essential personnel:** Zhengui Xia, Glen Abel, Hao Wang, Megumi Matsushita

All personnel will follow departmental guidelines and:

- **Stay at home if not feeling well, for at least 24 hours after symptom resolution.**
- **Closely monitor their health and stay home if they have had COVID-19 or flu-like symptoms (e.g. fever, chills, cough, loss of taste or smell, shortness of breath, or other respiratory symptoms) during the past 14 days. Personnel with COVID-19 symptoms will also be asked to notify their supervisors and the University of Washington Employee Health Center, and contact their healthcare provider.**
- **Stay at home if they have had exposure within 14 days to someone with a confirmed case of COVID-19.**
- **Consult and become familiar with the “DEOHS Covid-19 Return to Work Plan” policy.**
- **Consult the DEOHS Portal COVID-19 policy and check for updates regularly.**
- **Check the shared Google calendars before coming in and sign up in advance for any locations needed on the relevant shared Google calendar (F553, TC Room, F562, Cryostat, Stereology Microscope, F542, K017, N049). Preferentially work in shifts, and as necessary so that the number of individuals working at any time does not preclude the ability to follow physical distancing guidelines.**
- **Practice physical distancing while at work.** (Please see maps at the end of this document)
 - F553 Suite: A maximum of 9 people may occupy the entire suite at one time. One person may occupy each bay within F553 proper (i.e. main lab bench workspace), as well as one person per subdivided room (F553A, B, C, D, and E). If more than one person is working in the F553 suite at the same time, doors to the subdivisions in which a person is working will remain closed. Also, the floor of the walkway connecting the subdivisions is marked with tape at 6-ft intervals. NOTE: only 4 personnel are listed in this plan, so the hypothetical maximum of 9 should not occur under normal working procedures.

- F562 Suite: A maximum of 8 people may occupy the entire suite at one time. One person may occupy each subdivision of F562. If more than one person is working in the F553 suite at the same time, doors to the subdivisions in which a person is working will remain closed. Also, the floor of the walkway connecting the subdivisions is marked with tape at 6-ft intervals. NOTE: only 4 personnel are listed in this plan, so the hypothetical maximum of 8 should not occur under normal working procedures.
- F542: A maximum of 2 people may occupy this room at a time, one per bay.
- No procedures will require workers to be within 6 ft of one another for greater than 10 minutes/hour.
- **Disinfect benches, equipment and hoods/BSCs before and after each activity using appropriate disinfection methods for that surface (bleach or Virkon) and subsequently UV (BSC) and/or 70% ethanol. This also applies to shared equipment.**
- **Disinfect high touch surfaces or areas touched without gloves every 2-3 hours while individuals are in lab. Indicate completed disinfections on sheet on lab door or shared Google sheet. These surfaces include:**
 - **Entry/exit doorway handles, sink handles, elevator buttons, etc.**
- **Keep hands sanitized by thorough and frequent hand washing, when entering or leaving lab, and when otherwise needed.**
- **Wear a surgical mask while at University of Washington buildings whenever moving about the building (where other personnel may be encountered) and whenever working in shared spaces and other personnel are nearby.**
- **Complete the COVID-19 symptom attestation in workday and the DEOHS online check-in survey each day that they are working on site.**

By signing below, I attest that I have read and understood this COVID-19 Return to Work Plan and the documents referenced herein, and I agree to abide by these policies.

X

Zhengui Xia

X

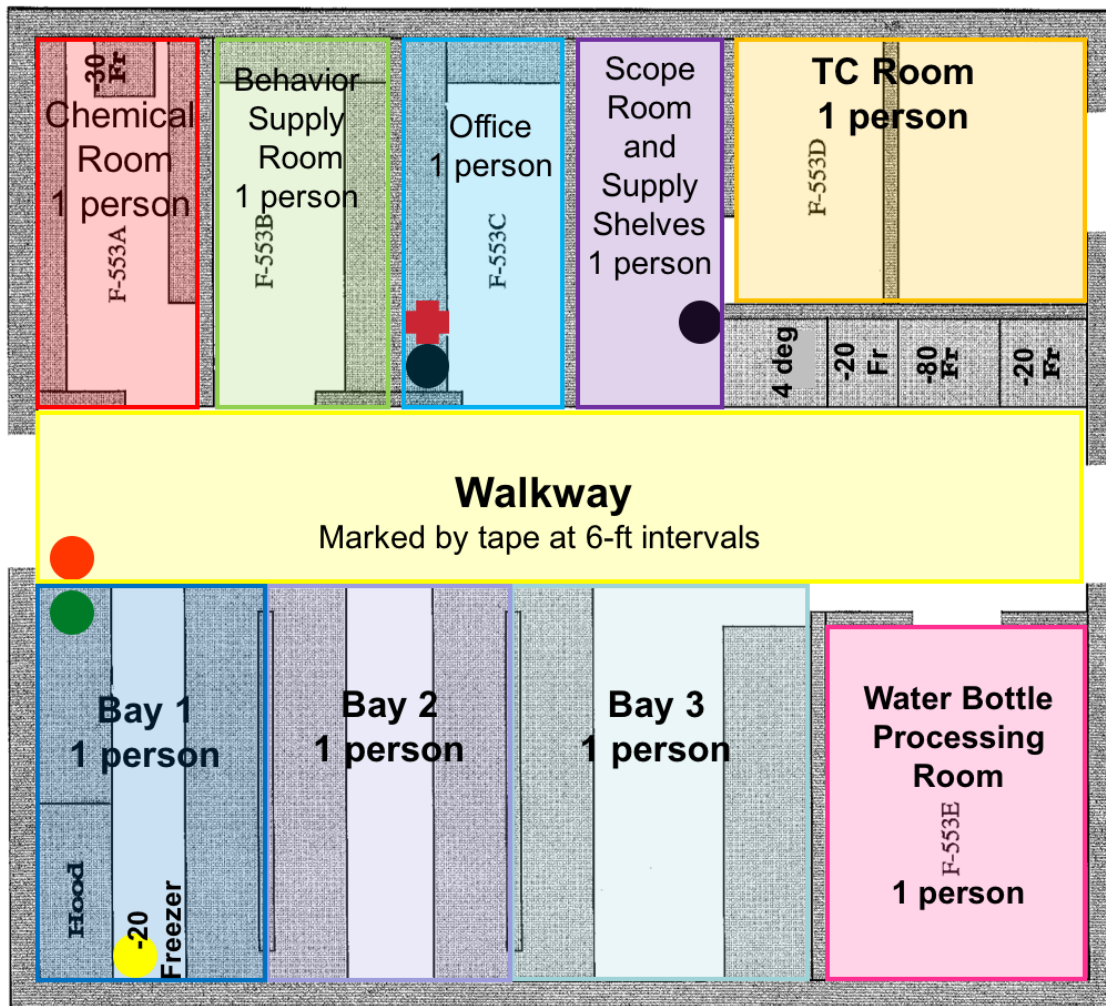
Glen Abel

X

Hao Wang

X

Megumi Matsushita



● Phone

● Fire
Extinguisher

✚ First Aid Kit

● Eye Wash

● Spill Kit

