

ACTIVITY REQUEST FORM: Authorization for Phase 2 Research Activities for Principal Investigators or their designated authority

Guiding Principles for Phase 2:

- Facilitate an incremental ramp-up while maintaining minimal density and person-to-person interactions.
- Activities that do not require on-site presence or are categorized in later phases will continue through the current work-from-home efforts.
- Activities should maintain low occupancy density (~33%) but shift work is allowed.
- No new research should be initiated that cannot be shut down on a very short notice.

1. Name of PI and contact information:

PI Name:	
Email:	Best phone no. to reach you:

2. Project title/Research Area:

Project title/Research Area:

3. Lab/Field location:

Building:
Room number(s):
Location on Reserve:

4. Justification for Phase 2 "Time sensitive research" (see [Guidelines for UC Davis Research Ramp-Up/Ramp-Down](#)). Check all that apply:

- Seasonal data collection such as field work, time-sensitive research studies (reproductive season, organism availability, etc.) experiments close to completion, or deadline driven, whose pause or deferral would lead to long delays or loss of research results.
- Generation-driven animal and plant experimentation must be carried out or the value of the animals or plants for research will be lost.
- Lab or field site access for students and postdocs close to completing their degree/term of appointment. Research that is critical to meet thesis requirements for a final defense in the upcoming term, or requirements before a graduating student can start a new position that has already been accepted.
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5. Describe the field and lab activities (if any) your group has been engaged in during Phases 1 and 1x:

Number of people visiting lab or field under Phase 1 and Phase 1x: _____

Phase 1/Phase 1x activities:

6. Occupancy under Phase 2 research ramp-up must remain low. This must be below 33% of normal occupancy or occupancy at 1 person/250 sq. ft of lab space, whichever is the lesser. Part of the intent of Phase 1x/2 is to start with very low level research activity to identify and address any issues to allow people to work safely with appropriate distancing and sanitation. So please propose a number of researchers less than these guidelines.

Shift work is permissible under Phase 2 as long as there is no more than 1 person per 250 sq. foot and occupancy at any given time is at about 1/3 pre-shelter-in-place numbers. In this calculation, undergraduate students are counted prorated by their actual laboratory presence. In Phase 2, undergraduate students are able to return to the laboratory, as long as they are trained and can work independently.

The low occupancy is to be included in Phase 2 activities; therefore, this needs to be addressed in your plan.

Please state which facilities your researcher(s) will use during Phase 2 and confirm access to these.

Finally, the approval criteria is expected to be biased towards the resumption of graduate student and post-doctoral fellows research projects and projects with a time-sensitive nature. See question 4, and include a justification in your plan.

The Phase 2 policy states that PIs are to submit "a plan outlining the approach used for maintaining low density of personnel on site." With the understanding that the goal is to resume limited research with low occupancy as discussed above, please provide your plan below.

Number of people to visit lab/day under Phases 1, 1x and 2: _____

Justify Phase 1/1x/2 people/day and briefly describe plan to maintain low personnel density:

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7. Confirm the following criteria have been met by checking each of the boxes:

1. Users of BML/BMR have read the [COVID-19 Safety Plan & Operating Procedures](#) and signed the [acknowledgement](#).
2. Researchers are participating voluntarily and the researchers confirm that they are aware of the [definitions of high-risk groups](#).
3. Researchers have read the [COVID-19 Cleaning and Disinfection Protocols](#) and will conform to these protocols as well as any that are established by PI's for individual research laboratories within BML.
4. Researchers will request access to shared research space via the appropriate [calendar](#). Researchers will conform to their scheduled dates and times, as this information will be used to monitor the level of occupancy and for contact tracing if necessary.
5. The laboratory has sufficient PPE for the proposed staffing levels and for the proposed level of work.
6. The PI acknowledges that Phase 1x/2 activities can be terminated if concerns about safety and/or public health arise.
7. If access to a laboratory or general use space is needed, researchers must contact the PI of that lab, or the Lab Manager (Al Carranza) to request/confirm availability and obtain the specific SOP for that laboratory or space.
8. Researchers using field sites have verified that the site(s) is/are available through contacting BMR administration (Jackie Sones and/or Suzanne Olyarnik), and that the SOP includes activities at the field sites. (If not using field sites, please check this box to acknowledge your understanding that additional steps are necessary should you need field access in the future.)
9. The project does not introduce any non-native, invasive species. If it does, additional review and a separate approval will be required before project begins.
10. All users are required to sign-in/sign-out on the [Daily Access Log](#). This documents the day and time that you are at the lab or on the reserve. It also identifies the buildings, rooms and areas that you accessed that day.

Thank you for your time in applying for Phase 2 research activities with an eye to the safety of our students, post-doctoral fellows, and staff.

Principal Investigator or Designated Authority
Printed Name

Signature & Date

BML or BMR Authority
Printed Name

Signature & Date
