

EM facility COVID 19 procedure for level 1 or phase 3 operation with one staff present and occupancy of 4 in the SEM lab, two in conference area, two in sample prep and two in the TEM lab

Schedule:

- We open the lab to approximately 90% of normal operations.
- Closed at Noon, no work from 12-1 pm.
- Teresa will be working 7 AM to 12 Noon Sunday to Thursday. Peter coming in at 1 pm and working till 6 pm Monday-Friday.
- We can run samples for students that are not comfortable being in the lab at this time.
- Maximum capacity of SEM lab is four people, two in conference room, and TEM is two. Wet-lab is up to two at this time. Verify this by first checking the FOM system, it knows and will not let you make a reservation if occupancy is exceeded.



Figure 1 FOM software will tell you if a room is past its occupancy: 2 for SEM lab and one for TEM room. We can change these occupancy in phase 2, and phase 3. The software will not allow you to schedule an SEM for example if two folks are already on SEM's.

- QR codes will be posted on the facility door and users can scan with smart phone tell how many users are currently in the lab(s).



Figure 2 QR code for the SEM. Scanning this will tell you if the SEM Lab, room 145E is at occupancy. In addition, the QR codes are posted on the facility door. A similar QR code will be posted for the TEM lab also.

Hygiene plan and safeguards:

- **Sign in to facility upon entering and certify that you are symptom free.**
- Strict social distancing, minimum of 6 feet separation. Masks are required and will be provided for those that do not have them.
- Training is occurring but both trainer and trainee must wear masks such as surgical or KN-95. Cloth masks are not tolerated in training.

- As there will be from 1-5 people in the lab during these times, watch pinch points: doorway entries. Pass through pinch points one at a time.
- Clean surfaces, mouse and keyboard by spraying disinfectant on these surfaces prior to uses and letting sit for 2 minutes. Then wipe off with clean wipe. We prefer that you wear gloves the whole time.
- The disinfectant is on the conference room table as you first enter the lab and is > 60% alcohol.
- After you are done, please re spray the mouse, keyboard and all surfaces you were in contact with.
- If you used a pen or pencil to log your time, spray that as well!
- As you leave, please spray the door knobs with disinfectant as well. Replace the disinfectant and leave.
- Blatant violations of these guidelines above will result in a first time suspension of access for 2 weeks. Second time suspension is 4 weeks. So, please follow the guidelines.
- Any problems contact Teresa or Pete: Teresa 541 243 3792. Pete 541 740 1839 cell or 541 753 0573 home.