

	COVID-19 Laboratory Restart		
	Department of _____ for _____		
Lab(s):		PI:	
Lab Manager:		Building:	
Revision Number:		Date:	
Revision made by:		Approved by:	

*The purpose of this questionnaire is to ensure implementation of all essential elements for a safe resumption of research at UCF campuses. Principal investigators are **required** to complete this questionnaire and in doing so acknowledge that lab personnel have been briefed on all safety procedures and have been made aware of the expectation that they must abide by them. This questionnaire must be posted in your lab at all times.*

1. What are the current quantities of PPE on hand that will be worn during lab activities?

Please indicate the current availability of the following items:

Item	Have it on hand	Need to request	N/A
Gloves			
Surgical masks			
Safety glasses			
Face shields			
Disinfectant			

Please list lab activities requiring this PPE:

2. **How will you manage social distancing in your lab?**

Describe in detail the process for social distancing in the lab. How far apart will lab personnel be during work? How will lab equipment be used? How will the work space be delineated? What is the maximum occupancy during work shifts? How do you separate work while staying collaborative?

3. **How will you clean lab surfaces and equipment? Please specify frequency.**

Provide a detailed plan of how lab surfaces will be cleaned with, what cleaning agents will be used, and with what frequency.

[Cleaning and Disinfecting Your Facility \(CDC\)](#)

The cleaning and disinfection of high-touch points in laboratory areas is the responsibility of research personnel. The following are locations and equipment with high frequency of handling and contact. These surfaces represent a higher probability of viral loading in the work area and should be disinfected on a routine basis.

- Benchtops
- Equipment handles and latches
- Equipment controls and touchpads
- Fume hood and biosafety cabinet sashes
- Lab doors, drawers, and cabinet handles
- Bin and water incubator lids
- Hand tools
- Micropipettors and other shared tools
- Faucet handles and sprayer grips
- Baskets, bins, trays, etc.
- Outsides of shared bottles and caps
- Chair backs and armrests
- Pens, whiteboard markers, etc.

Approved Disinfectants:

- Use a disinfectant that is certified by the EPA to be effective against the COVID-19 coronavirus. Be sure to follow the directions on the product label.
- Freshly prepared 10% bleach solution.
- 70% ethanol is appropriate for electronics and other delicate surfaces.

Personal Protective Equipment: Be sure to wear appropriate PPE when performing all laboratory tasks, including surface disinfection of laboratory surfaces. At a minimum, lab coat, gloves, and safety glasses should be worn when performing surface disinfection of laboratory surfaces.

4. **In areas where a sink for hand washing are not readily available, what is your inventory of hand sanitizer and how will it will be used? Please provide your plan to support hand hygiene.**

Please list the inventory of hand sanitizer, other cleaning and disinfection materials available and where they stored in the lab for use.

[Hand Hygiene Recommendations \(CDC\)](#)

5. **Training of personnel on lab specific work practices related to COVID-19:**

Personnel listed below have received training on the contents of this document.

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6. **Is lab personnel current on all required EHS training?**

List all personnel who will be working in the lab under this plan. All lab personnel are required to have completed EHS Laboratory Safety training and refreshers. Other required training is based on work hazards. Information on required training and completion can be accessed by PIs logging into their EHS EHSA account and downloading the Listing of Training Due Dates Report. This report is found under the Chem Tab: Reports and will contain the information on all currently registered lab personnel; if an individual in your lab is not registered, please contact EHS for additional instructions

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