



equal access in their planning for on-site SRC resumption. They should not compel students or employees to work on campus if those individuals have concerns about their safety, or are experiencing other COVID-19-related barriers. Students (undergraduate or graduate) will also be asked to complete and sign an [Informed Consent for Participation in SRC Activities form](#) as part of their return to on-campus SRC activities.

All research to be carried out on campus or in Ryerson-leased spaces must be approved by the relevant Chair/Director, Dean, and the Vice-President, Research and Innovation (VPRI), and must conform to any rules and regulations of building management in leased spaces. This approval may be modified or rescinded at any time in response to directives from public health authorities or local situations. Faculty members should be prepared to quickly shut down their SRC facilities to comply with these directives should they arise.

## Phased-In Approach: Returning to On-Campus SRC Activity

Ryerson has employed a prioritized, phased-



campus. Students should only be included in Safe SRC Plans with their consent, and will be asked to also complete an [Informed Consent for Participation in SRC Activities form](#). Considerations or accommodations must be made for individuals who fall into the high-risk categories f

Create an online schedule and log to track access to SRC facilities or shared pieces of equipment or infrastructure. These schedules/logs are crucial to maintaining orderly access. In addition, they help to facilitate contact tracing should there be a positive case of COVID-19 at Ryerson.

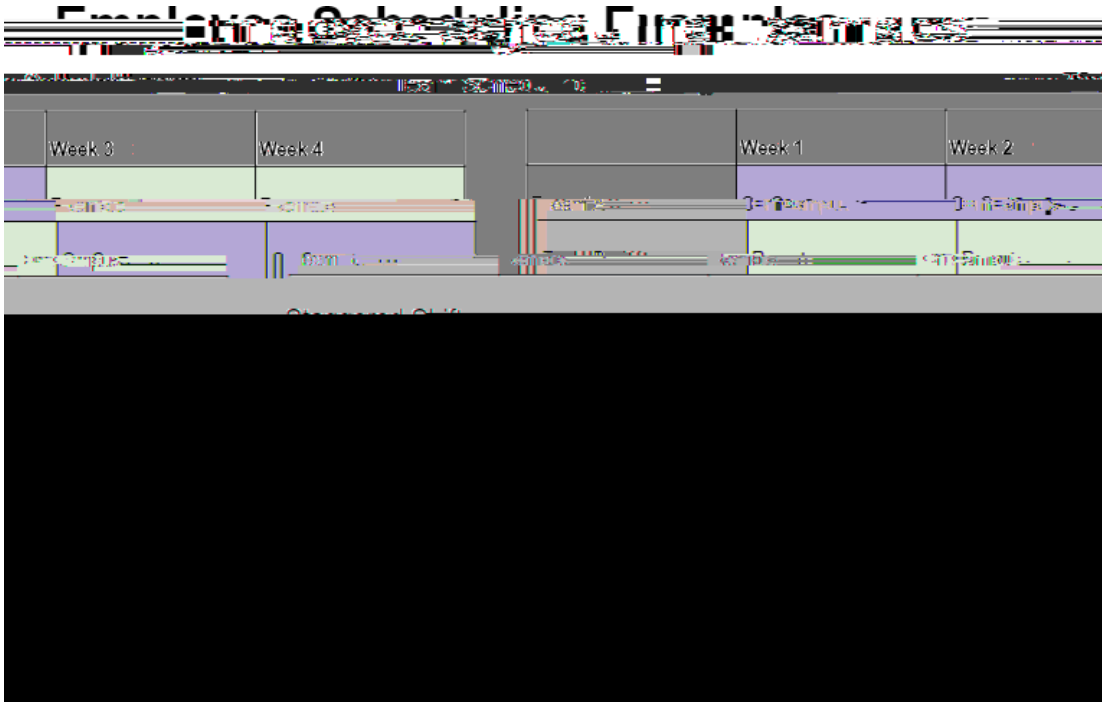
Only personnel with a need to access physical locations to advance SRC activities should be on-site. Even those personnel should minimize time on campus as much as possible and restrict their activities to those requiring on-campus SRC facility access. They should do other work remotely. All other personnel should remain working at home to help maintain physical distancing. Meetings should be conducted remotely.

Only those SRC activities that can be safely accomplished while maintaining physical distancing should be considered, and personnel must have the capacity and capability to perform the SRC activities without constant, close oversight or mentorship.

SRC activities requiring hands-on training will require a Safe SRC Plan that identifies and mitigates common risks in the training environment (e.g., close shadowing over the shoulder, co-observing equipment or screens, etc.). For training activities, physical distancing should be observed whenever possible, and where impossible, other safety measures including physical barriers (plexiglass) or appropriate PPE (face masks or coverings, face shields, goggles, etc.) should be utilized.

Recognize and try to mitigate structural barriers that might exacerbate or create inequities in terms of access to facilities or equipment for certain groups of individuals.

Be sensitive to the home conditions of research personnel in devising work schedules,



Source: Human Resources, Ryerson University

4. Employ simple engineering solutions to avoid the proximity of personnel and opportunities for virus transmission.

Some locations may require the reconfiguration of interior space (where possible and easily accomplished) to relieve bottlenecks and maintain space between research personnel. FMD personnel can be on hand to plan and assist with moving simple equipment or fixtures in SRC spaces.

Ryerson has potential options for the provision of plexiglass shields or other in-house manufactured solutions that can limit potential for viral transmission. Departments or faculty members should consult with their EHS representative in determining the appropriate use and procurement of engineering solutions.

Ryerson has created a [suite of signage](#) that can be placed within and outside the SRC space(s) and used to remind personnel of physical distancing, traffic, etc.

5. Wearing personal protective equipment (PPE).

Regular PPE, which is required based on safe lab practices (e.g., lab coat, gloves, closed-toe shoes, safety glasses, etc.), is different from PPE that may be considered during COVID-19.

Primary controls for COVID-19 infection prevention and control (physical distancing, hand hygiene, respiratory etiquette and surface disinfection) should be implemented before

considering additional PPE as a control strategy. In the event that these controls cannot be maintained in your workplace, as a last resort, additional PPE may be necessary. Before additional PPE is considered, contact EHS at [ehs@ryerson.ca](mailto:ehs@ryerson.ca) for consultation.

EHS, FMD and HR have worked to develop the [SRC Facilities Pre-Start Health and Safety Checklist](#) studios, and workshops to help guide faculty in restarting their SRC facilities as well as considerations and instructions to abide by in developing their own Safe SRC Plan. Please note that these documents provide general guidance only, and that the specifics of each individual space might dictate unique requirements or solutions. Faculty members must be responsible for the development of their own Safe SRC Plan as they are best positioned to speak to the specifics of their facilities and spaces.

SRC activities proposed to take place in Ryerson-leased spaces must adhere to local building rules and regulations, in addition to the guidance provided by Ryerson. Faculty should contact their local leasing representative to ascertain any requirements, processes or rules that need to be abided by when developing their Safe SRC Plan, and ensure that personnel are aware and compliant.

Faculty members will be responsible for ensuring adherence and compliance with the approved Safe SRC Plan and with all other prevailing safety and security protocols normally in place with

[for Access - Limited On-Campus SRC Activity Google form.](#)

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6. Upon approval of the Safe SRC Plan, FMD will begin an inspection and cleaning of the approved space(s). This process might take up to 2 weeks depending on the volume of requests, issues uncovered, and other priorities FMD might have in relation to the broader campus.
7. The faculty member(s) will be advised that their request has been approved and that they can return to their space. The faculty member (or appropriate designate) should



