

Email address

jcamero1@nd.edu

1. What is your name (First, Last)?

Joshua Cameron

2. What is your cell phone number (include area code)?

574-339-2303

3. Which College, School, or Organization is your primary affiliation?

Notre Dame Research

4. Which specific laboratory, studio, or core facility are you affiliated with?

Notre Dame Turbomachinery Laboratory

Request to Reopen

1. Indicate the rationale for reopening your laboratory, studio, or core facility (i.e., indicate why your research requires physical access to campus facilities) and source(s) of funding.

We provide 3 primary services for our customers - design, build, test. Design can be conducted remotely (and will continue remotely during phase 2) but build and test on our programs that did not qualify for the federal exemption has been paused since hibernation. Our customers are expecting us to return to work now that the Governor has lifted restrictions. The activity is funded by the customers through research grants and contracts.

2. Provide a plan for how physical distancing will be implemented in your laboratory, will be brought from **studio, core facility, office, and team spaces. Address the six-foot interpersonal spacing** home so that **and nominal occupancy requirements for Phases 2 and 3 as they relate to all activities to be** personnel can limit **undertaken (e.g., microscopes, tissue cultures, small control rooms, etc.). Indicate how your** interaction with others **will manage working hours and/or shifts. For core facilities, also indicate how you will** and will not need to **manage user access to maintain appropriate physical distancing.**

The Notre Dame Turbomachinery Laboratory operates at Ignition part in a building with a nominal density between 45 and 60 people depending on how many customers, students, and contractors are in the building.

Many of our employees have been able to work effectively from home. Our general approach during Phase 2 is to assign employees to work on-site only as needed. This will make it relatively easy to maintain less than 25% nominal density during which no more than 10 individuals will be in the building at one time. Further limits for specific areas will also be implemented. These limits are listed below along with typical densities and densities that will be enforced for Phases 2 and 3. The individuals cleared to be

on-site during any given day will be cleared by the Engineering Operations team. The same approach will be taken for Phase 3. No individual is likely to be on-site full time. The one exception may be the facility manager as that individual will be administering the the health checks, disinfecting and other hygiene protocols.

The following groups will remain remote throughout Phase 2:

- Design Team (5 people)
- Research Scientist (6 people) except when they are required on-site for a test
- Test Engineers (4 people) except when they are required on-site for a test
- Business Operations (7 people) except for the IT Solutions Consultant who will occasionally be required access to the on-site IT equipment.
- Business Development (2 people)
- Directors and Associate Director for Computational Sciences (3 people)
- Engineering Operations Manager (1 person)

Social Distancing:

In most cases, the low density of people that will be on site will make it easy to maintain at least 6 feet of separation between employees. In the rare occasion that it is not possible (e.g. build activities that require more than one individual for a task) special protocols will be put into place as described in the accompanying documentation.

Occupancy Limits for authorized work areas:

- Cake Room, ~546 square feet. Nominal density 6-8 people. Phase 2 limit: closed.
- Mens Restroom, Nominal density 5 people. Phase 2 limit: 1 person.
- Women's Restroom, Nominal density 2 people. Phase 2 limit: 1 person. people.
- Control Rooms, ~ 294 square feet. Nominal density 4-8 people. Phase 2 limit: 2 people (147 sft/person). 6 feet separation is possible.
- Test Cells, ~ 1225 square feet. Nominal density 4-6. Phase 2 limit: 2 people (613 sft/person). 6 feet separation NOT ALWAYS possible. Special plans will be in place for these occasions.
- Shop Area ~1782 square feet. No nominal density. Phase 2 limit: 4 people (445 sft/person).
- Upstairs Office Area, ~2262 square feet. Nominal density 28 people. Phase 2 limit: 1 person. Design resource required on-site to assist build and test teams.
- Small Conference Rooms, ~144 square feet. Nominal density 5 people. Phase 2 limit: 1 person. These spaces are required for individuals to stage in to limit density in the control rooms and test cells. These spaces will be signed out by the Facilities Manager in order to ensure 1 individual per day and to control the disinfecting of these area.
- Large Conference Rooms, ~546 square feet, Nominal density 16 people. Phase 2 limit: 1. These spaces are required for individuals to stage in to limit density in the control rooms and test cells. These spaces will be signed out by the Facilities Manager in order to ensure 1 individual per day and to control the disinfecting of these area.
- Nomad Rooms, ~144 square feet. Typical density 4 people. Phase 2 limit: 1 person. These spaces are required for individuals to stage in to limit density in the control rooms and test cells. These spaces will be signed out by the Facilities Manager in order to ensure 1 individual per day and to control the disinfecting of these areas.
- Business Office, ~280 square feet. Typical density 3 people. Phase 2 limit: 1 person.
- Hallways: stay to the right, maintain social distancing to the extent possible, no meetings or gatherings.

Work hours will be 7am-5pm with no shift work required during Phase 2 or 3.

3. All requests must include a schedule such that Building Managers and other support services know which research personnel should be in the building/research space at any given time. Please complete the draft schedule in Appendix D, which can be downloaded here, https://research.nd.edu/assets/388931/fullsize/appendix_d_lab_ramp_up_schedule_f01.xlsx, and upload part of your response with your lab/core facility name saved as the file name. The schedule should cover a two-week interval. While this schedule serves as an initial planning tool, faculty are encouraged to utilize their preferred scheduling means (e.g. Google Sheets, Calendars, etc.) moving forward:

<https://drive.google.com/open?id=1dqrrEyrC13tIC797CSaaUeyYi9FUxqoP>,
https://drive.google.com/open?id=1YITK_6c3a19arC2RU1O0DihzP3tcyyLu,
<https://drive.google.com/open?id=1qBaaED80tPRsezM1RU4uaYocBf7Augi0>

4. What is your plan for logging researchers' arrival and departure within laboratory/studio/core facility spaces and their self-assessment of their health?

Building access Procedure (maximum 10 persons total AND not to exceed space occupancy limits):

- Step one: Swipe the outside badge reader and gain access to the vestibule. Note one person in this space at a time. Everyone must swipe-in to building separately. Do not allow anyone to enter the building with you on your swipe-in. This practice follows appropriate physical distancing and the swipe-in records will be used for contact tracing if that becomes necessary. The front main entrance is the only authorized access and egress point for normal operations. For emergencies please evacuate through the closest exit point.
- Step two: Face mask is placed on at this point and it will remain on while you are in the building unless you are eating lunch.
- Step three: Use the hand sanitizer that is provided before you start to complete the form
- Step four: Completing the Certification of Wellness
- Step five: Place the completed form in the provided box
- Step six: Swipe the badge reader inside the vestibule and gain access to the lab. Please note the signage that is hung on the door.
- Step seven: Proceed to your work area by following the traffic flow signage (Always keep to the right of the hallways)
- Step eight: Post In to Slack building access log
- Step nine: Scrub in and refer to hygiene plan for specifics

5. How will your personnel maintain physical distancing for breaks, lunches, etc.?

Lunch and breaks will be taken in their individual cars.

6. Describe your procedures to clean and sanitize shared items, equipment, and work surfaces prior to use by others (see Hygiene Plan as a minimum example:

https://research.nd.edu/assets/388928/fullsize/appendix_h_example_hygiene_plan_f01.pdf)

Disinfection of Facilities

- Disinfectant Cleaner: 256 Century Q,
- Diluted in water at a ratio of 1:256 (0.5 fluid ounces per gallon)
- Allow the treated surface to stay undisturbed for 10 minutes.
- High touch surfaces will be disinfected multiple times throughout the course of the work shift. All other occupied areas will be disinfected at the end of the shift. See NDTL General Hygiene Plan here for specific guidance.
- Cleaning intervals will be logged by the Facility Manager.
- Restrooms will be cleaned and disinfected daily at the end of the shift.

For more information see attachments.

7. Do you require a specific core facility to be opened in order to reopen your lab?

We are the Turbo Lab

8. If yes, identify the research core facility (ies) or other support services that are essential for lab reopening. The full list of core facilities can be found here:

<https://research.nd.edu/our-research/facilities-and-resources>

8. If you selected a core facility (ies) in the previous question, please fill out the following form:

No

Safety and Research Team

1. The lab/studio/core facility reopening plan will be presented to Risk Management and Safety to ensure the reopening is feasible and safe given the reduced status of University operations. Therefore, please address any safety measures or changes that need to be adopted to allow for a reduced density in the laboratory, studio, or core facility. Please specifically detail plans for disinfecting, including what will be used, the concentration and contact time. Provide information about general safety resulting from the plan (e.g. how will you deal with working alone, etc.)

Disinfection of Facilities

- Disinfectant Cleaner: 256 Century Q,
- Diluted in water at a ratio of 1:256 (0.5 fluid ounces per gallon)
- Allow the treated surface to stay undisturbed for 10 minutes.
- High touch surfaces will be disinfected multiple times throughout the course of the work shift. All other occupied areas will be disinfected at the end of the shift. See NDTL General Hygiene Plan here for specific guidance.
- Cleaning intervals will be logged by the Facility Manager.

- Restrooms will be cleaned and disinfected daily at the end of the shift.

As per our standard safety protocols, no one will be allowed to work alone. This will not impact our ability to maintain reduced densities. No modifications to our standard safety practices will be required beyond the addition of face masks, maximum occupancy, and social distancing.

2. Please review your previous ramp-down plan. In the event of a return to Phase 1 (hibernation), are there any changes necessary? Please list those changes here.

No changes necessary.

3. Which building are you located in?

Ignition Park NDTL

4. Identify your research personnel (or core personnel for the core facilities), including yourself, below. Include their names, status (For example, faculty, staff, postdoc, graduate student), emails, and cell phone numbers) Note that in Phase 2, all graduate students and postdoctoral scholars on the list will be asked through an independent method to sign an opt-in form before they will be allowed to participate.

The following individuals MAY be needed on-site at different times during Phase 2 or 3.

Allison, Bradley; (574) 383-7293, ballison@nd.edu, Staff
Allison, Jason; (574) 485-8608, jalliso6@nd.edu, Staff
Bernardini, Chiara; (614) 578-6004, cbernar3@nd.edu, Staff
Blair, Joshua; (740) 981-6573, jblair2@nd.edu, Staff
Cameron, Joshua; (547) 339-2303, jcamero1@nd.edu, Staff
Clark, Jeffrey; (574) 514-6555, jclark24@nd.edu, Staff
Collins, Rusty; (269) 214-4067, rcollin7@nd.edu, Staff
Fuller, Fredrick; (518) 881-7265, fuller@nd.edu, Staff
Gorski, James; (574) 485-8473, jgorski2@nd.edu, Staff
Hipskind, David; (260) 415-9207, dhipskin@nd.edu, Staff
Hock, Jim; (574) 855-6880, jhock@nd.edu, Staff
Martin, John; (269) 816-0001, jmarti49@nd.edu, Staff
McGrath, Brian; (248) 345-8734, bmcgrat2@nd.edu, Staff
Mendez, Orlando; (574) 299-3935, omendez@nd.edu, Staff
Meyer, Michael; (574) 606-0657, mmeyer5@nd.edu, Staff
Perry, Alexander; (317) 625-1652, aperry5@nd.edu, Staff
Ross, Mark; (702) 334-1223, mross@nd.edu, Staff
Rulli, Michael; (765) 714-2670, mrulli@nd.edu, Staff
Sacco, Craig; (330) 904-4474, csacco@nd.edu, Staff
Speybroeck, John; (574) 520-9615, jspeybr1@nd.edu, Staff
Stewart, Austin; (574) 253-8790, astewa13@nd.edu, Staff

Stout, Kevin; (574) 215-2850, kstout@nd.edu, Staff
Vorobiev, Aleksander; (574) 310-9701, avorobie@nd.edu, Staff
Williams, Rick; (574) 315-6739, rwilli30@nd.edu, Staff

4. Is there anything else we should be aware of?

Please note that for the schedule we are not able to provide a two-week outlook and it will be impractical for us to notify the Associate Dean of changes as our resource management requires frequent changes to adjust to changing customer needs/skills. We will use the schedule tool to manage the spaces per our safety plans and we will have a log of all actual occupancy.

5. If you selected a core facility (ies), please complete the core facility request form, which can be found in Appendix C here:

https://docs.google.com/forms/d/e/1FAIpQLSfLN1CZJ7_AOtl6QcX1L_1WmYb2r0sFpkzy1k9jowrdVVhAyg/viewform

6. What room number(s) is your lab/studio/core facility located in?

N/A

7. Do you require a specific core facility to be opened in order to reopen your lab?

No

Owner (Self-ID by College/School or NDR)

Melanie DeFord, NDR

Initial Owner Review: Approve/Deny (If denied, mark why).

Approved

3. Which College, School, or Organization is your primary affiliation?

Notre Dame Research

Grad School (include name trainee names were sent to and date/time email was sent)

N/A

Send to RMS (Include name of reviewer request was sent to, date/time email was sent, and their Approval/Denial)

EK 6/11 Approved 6/12

If approved, send to VPR (include date/time)

BB 6/12

VPR Approve/Deny

BB 6/12

Assigned Reopen Date and Building Manager Notified (include date/time of notification)

6/12, Reopen 6/17