

## OSU RESEARCH RESUMPTION PLAN

Research, scholarship and innovation activities are vital to the mission of Oregon State University. Although much of this work at OSU is decentralized, the current public health crisis requires increased levels of collaboration and coordination. This will ensure the continuity and resilience of the OSU research enterprise in the face of current and future challenges.

The [values](#) outlined by the OSU Task Force for Research Continuity and Resilience provide the foundation to re-engage the university's research enterprise. For more information about the university's resumption plans, see OSU's [Pandemic Resumption Plan](#).

Note that it is the responsibility of principal investigators to ensure that all research activities adhere to standards outlined by:

- [Environmental Health and Safety](#), including additional guidance related to COVID-19.

If research involves human participants, regulated animals, work conducted while boating or diving, or travel, these additional considerations apply:

- OSU [Human Research Protection Program](#)
- OSU [Institutional Animal Care and Use Committee](#)
- OSU [Biosafety committee](#)
- OSU Scientific [Boating](#) and [Diving](#) Programs or other guidance related to [research on vessels](#)
- OSU [Research Travel guidance](#)

### Who fills out the form?

- This form can be filled out by a Principal Investigator (PI) and include information about their whole research program. Alternately, a group of PIs can choose to fill out a common form for a particular research activity that they carry out together (e.g. a field research program, or work that is carried out in a common space).
- Researchers who are affiliated with a college (including centers and institutes that are housed in colleges) and are interested in resuming activities that are carried out in spaces under the purview of their college will seek approval from college leadership (dean or a delegate such as an Associate Dean for Research). Similarly, those associated with a center or institute who will be using facilities associated with that center or institute will seek approval from the Research Office leadership (VPR or a delegate). Researchers who are primarily affiliated with a specific college/center/institute but require access to facilities associated with a different college/center/institute must work with both leadership entities and receive approval from leadership associated with both units.
- Note that the approval form and instructions only pertain to *research currently on hold* because this research cannot be performed without access to OSU facilities currently closed or to off-campus locations currently prohibited. Research underway at home or previously approved as critical research may continue.

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**Application Form for Resumption of Curtailed Research Activities**

**1. List Principal Investigators (PIs) involved in the proposed research activity**

Name	Position/Title	Affiliation (dept/school/college/center/institute)

**2. Have you reviewed and understand your compliance obligations, including those pertaining to COVID-19 guidance and information applicable to your work?**

- [Environmental Health and Safety](#) including additional guidance related to COVID-19
- OSU [Human Research Protection Program](#)
- OSU [Institutional Animal Care and Use Committee](#)
- OSU [Biosafety committee](#)
- Scientific [Boating](#) and [Diving](#) Programs and [Ship Operations](#)
- OSU [Research Travel guidance](#)

**3. Please provide a brief description of the research activity.**

**Date of desired resumption of activity:**

**Check the prioritization criteria that are applicable to the proposed activity. Provide a short explanation.**

- Is essential to the long-term success of complex and long-term projects.
- Requires unique seasonal activities.
- Is essential to student degree and post-doctoral progress.
- Involves brief on-site activities that facilitate continuation of remote work.
- Maintains: unique specimens and collections, plants and animals or cultures; highly specialized analytical, manufacturing, computing facilities; and field-based facilities (such as orchards).
- Assures continuity of services that are essential to external stakeholders.
- Initiates or continues research to address an imminent and severe threat to society, such as COVID-19 itself.
- Sustains fee-for-service activities.
- Involves individual(s) who cannot otherwise perform work from home.

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**4. The proposed research activity should adhere to all seven requirements below. If not, describe mitigation strategies related to any requirement that cannot be met in box below.**

Work will be performed in compliance with OSU’s social distancing policy, including maintaining at least 6ft physical distancing at all times.

Work will be performed while adhering to improved cleaning protocols following EHS guidance.

Workspace will maintain existing safety procedures (e.g., lab safety protocols)

Ability to coordinate with other researchers to account for simultaneous activities in the same or neighboring research spaces so that situations where individuals come in close (<6ft) contact with others can be avoided.

Activities can be curtailed within two days during research stage 1 (see the Research Resumption Guidance document for more detailed information on research stages) and one week during research stage 2.

Activity involves only trained personnel. In the first stages of resumption, only trained research personnel are to conduct on-site research activities. Individuals who require training will not be on-site at this stage.

Work takes place locally (no travel to get to the research site, i.e., campus, field, etc.)

**Use this area to describe mitigation procedures for any exceptions to above protocol.**

**5. List individuals who will be involved in the research activity: (if additional space needed, use text box provided)**

Name	Position/Title	Has this individual received all training required to carry out the relevant research activities?

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- 6. Will the work involve a change in the usual work hours of the staff (e.g., introduce shifts)?**  
*\*\*\*If so, you are advised to consult with your Human Resources Strategic Partner (HRSP) and staff as you are assembling a plan and take into account any constraints your staff may have.*  
**Briefly outline your plan below.**

- 7. List OSU spaces (including research stations) required for the research activity:** (if additional space needed, use text box provided)

<b>Building and room number</b>	<b>Approximate sq. ft. (if indoors)<sup>1</sup></b>	<b>Nature and use of space</b>	<b>Is space shared? (yes/no)</b>	<b>If shared, state others who use the space</b>

- 8. List field/on-location sites that you will need to access:** (if additional space needed, use text box provided)

<b>Location</b>	<b>Approximate sq. ft. (if indoors)<sup>1</sup></b>	<b>Nature and use of space</b>	<b>Is space shared? (yes/no)</b>	<b>If shared, state others who use the space</b>

- 9. Do your activities require services or facility use of any [Shared \(“core”\) Research Facilities and Services](#)?** If yes, please provide in the space below information about the facility and the nature of the work.

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<sup>1</sup> If needed, please work with your Facilities Manager, Center or Institute Director, or Associate Dean.

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**10. Describe the logistics related to how the work will be carried out in the above spaces?** How will individuals enter and exit the space? What tools will be used to indicate time in/out? Who will carry out required additional cleaning? What mitigation strategies are in place to avoid coming in close contact with others using the same or neighboring spaces?

**11. Do your activities require travel?** Note that OSU-sponsored travel continues to be suspended, and exceptions are made only for essential travel that meets physical distancing and other safety guidelines. If yes, please fill out the separate form on travel at the end of this document.

(Check one)      Yes                      No

**12. All research activities must adhere to the requirements outlined by [Environmental Health and Safety](#) including additional guidance related to COVID-19.**

These include guidance on COVID-19 Preventions in the Workplace, Risk Level and Selection of Personal Protective Equipment (PPE), Guidance on Face Coverings, Social Distancing in Research Labs, Safe Behavioral Practices: (CDC), Reopening Guidance for Cleaning and Disinfecting (CDC), as well as a Laboratory Ramp-Up Checklist.

**a. Please provide a short description of how you will adhere to the EH&S guidelines.**

**b. Are there any additional safety protocols (over and above those recommended by EH&S) that you would like to put into place?**

(Check one)      Yes                      No

If you checked "yes," please explain below what modifications would be needed and the reasons for these modifications.

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13. All research activities must continue to adhere to the guidance provided by the OSU [Human Research Protection Program](#), the [Institutional Animal Care and Use Committee](#), OSU [Biosafety Committee](#), and the OSU Scientific [Boating](#) and [Diving](#) Programs or [Ship Operations](#), as applicable. Note that these programs will continue to evaluate risks associated with COVID-19 as they carry out their usual reviews and approvals.

Does the research activity involve human subjects, animals, biological hazards, or work involving boats or diving?

(Check one)    Yes                      No

14. Provide a short description of how activities can be ramped back down promptly. It must be possible to curtail resumed on-site and field-based research activities and return to a state of critical-only activities within two (2) days during Stage 1 and one (1) week during Stage 2. Curtailment planning for activities that involve approved essential travel should consider options related to initiating an immediate return home or sheltering in place.

In general, consider refraining from initiating activities that are associated with adverse effects if they are curtailed suddenly. If this cannot be avoided, please provide information about adverse effects that may result from a prompt curtailment of activities.

15. Do you have any other pertinent information that you would like to add?

If so, use space below. Please be concise.

Checking this box indicates all information included in request is accurate

Submitted by:

Reviewed and approved by:

Date:

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## Travel Form

1. Please provide a brief description of the travel activity and why it is essential (~200 words or less). Include information about destination, mode of transportation, travel time, length of trip, and reasons for requesting a travel exception.

2. List individuals who will be involved in the travel. (if additional space needed, use space below)

Name	Position or title

3. Do you have any other pertinent information that you would like to communicate?

If so, use space below. Please be concise.

Checking this box indicates all information included in request is accurate

Submitted by:

Reviewed and approved by

Research resumption  
plan form Updated May 21, 2020

Date: