

Weill Hall Facilities Plan for Reactivating Research

Updated: June 3, 2020

Weill Hall - Reactivating Research Stakeholders:

- Weill Institute for Cell and Molecular Biology
- Meinig School of Biomedical Engineering
- Department of Computational Biology
- Division of Nutritional Sciences
- McGovern Center
- Biotechnology Resource Center
 - BRC Imaging Facility
- Center for Animal Resources and Education
 - Vivarium
- Cornell University Agricultural Experiment Station
 - Plant Growth Chamber Lab
- School of Integrative Plant Science
 - Plant Transformation Lab
- Weill Hall Facilities Services

Objective: Provide a set of operational guidelines to allow for the safe and coordinated reactivation of research activities within Weill Hall

1. PI and Core Facility Reactivation Plans
 - a. Each PI and Core Facility must submit a research reactivation plan for approval.
 - b. Each college/unit is devising their own process for submitting and reviewing these plans, which must ultimately be approved by the dean and submitted to the Vice Provost for Research.
 - c. If lab groups are sharing equipment, such as an autoclave room or a specialized instrument, then they should coordinate usage to ensure proper disinfection and social distancing.
2. Pre-occupancy checks
 - a. A pre-occupancy check with the responsible facility manager is required for each room to be reactivated. (page 8 of Provost's committee report)
 - b. This check will be conducted by either the Director of Facilities or the Facility Manager.
 - c. Each PI is responsible for scheduling and completing this check before this next phase of research can begin.
3. Facility Reactivation (page 16 of the Provost's committee report)
 - a. Any construction activities on site must follow NYS COVID-19 guidance and work will be closely coordinated with the Weill Hall facilities staff.
 - b. Facilities & Campus Services (FCS) trades personnel are all back to work on campus and performing critical repairs and preventive maintenance. FCS trades are required to closely coordinate work with Weill Hall facilities staff.
 - c. HVAC changes in our lab buildings will be minimal, if any, since they already have robust ventilation.

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- d. Potable water system flushing and chlorine residual levels have been completed. You will notice some point of use devices, such as direct-plumbed water coolers and coffee machines tagged out pending service.
4. Building Care (page 19 of the Provost's committee report)
 - a. As Cornell restarts campus activities, building care staff will be at the forefront of preparing our buildings to welcome back students, faculty, and staff. Building care only uses EPA List N approved disinfectants found to be effective at killing the virus that causes COVID-19. This, along with the expectation that all building occupants practice recommended handwashing procedures and follow social distancing and face-covering guidelines, will help in providing the safest possible environment for everyone. While cleaning is important, it is only a part of any overall risk mitigation strategy.
 - b. Additional hand sanitizer stations have been ordered for the complex and staged in common areas. Some of these units have already arrived.
 - c. High touch point items such as light switches, door handles and push bars, elevator call buttons, and handrails will be sanitized twice per day on weekdays only.
 - d. PI's are responsible for sanitizing high-touch surfaces within their labs, and Building Care will sanitize high-touch surfaces in common areas.
 - e. If we are notified that a person tests positive for COVID-19 and worked in the building, Building Care will carry out special protocols for the spaces the individual occupied.
 - f. Custodians can be requested to not enter particular research or office spaces
5. Common Areas (corridors, stairwells, atrium, etc.)
 - a. Per Cornell policy, all employees are required to wear a cloth face covering or mask when it is NOT feasible to maintain social distancing measures. Within Weill Hall, we are requiring a cloth face covering or mask any time you are inside the facility unless you are alone in a room **(note: there is some discussion and review of this policy with university leadership currently)**.
 - b. Per Section 3.4.1 of Cornell's Laboratory Safety Manual, Due to potential chemical contamination, which may not always be visible, **gloves must be removed before leaving the laboratory**. Do not wear gloves while performing common tasks such as answering the phone, grabbing a door handle, using an elevator, etc. If you are required to have a glove on to hold something when leaving a lab, remove one glove and use the ungloved hand to touch door handles, elevators, etc.
 - c. To minimize excess traffic through the loading dock and basement, everyone that works on floors 1-4 should enter the building through the main atrium entrances.
 - d. Corridors and stairwells:
 - i. The open atrium stairs will be designated as upward travel only. The center fire stairwell next to the passenger elevators will be

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- designated for downward travel only. The north and south wing fire stairwells will remain two-way travel.
 - ii. In stairwells, the person moving down should stop and wait as distanced as possible for the person moving upward, or step out at the closest floor.
 - iii. In corridors, please be considerate and provide as much distance as possible to those you are passing.
 - iv. Individuals should avoid congregating in stairwell and corridors.
 - e. All passenger elevators and the north service elevator should be limited to single occupancy. The large south wing service elevator should be limited to two occupants maintaining a 6 ft. distance.
 - f. No seminars or group meetings in classrooms or meeting rooms
6. Core Facilities:
- a. Users of any Weill Hall core facilities must abide by the policies established for operating inside of those areas.
7. Security (page 12 of the Provost's committee report)
- a. Weill Hall will continue as card-only access as it has been for the past two months.
 - b. Any visits to Weill Hall by folks outside of Cornell must be approved in advance in writing (via email is OK) by the affected department and Weill Hall facilities.
8. Restrooms
- a. We will post restrooms with signage indicating a voluntary limitation of one occupant at a time in shared restrooms, along with some form of notification on/near the door to indicate that the restroom is occupied.
 - b. Restroom doors will be left propped open, and occupants may either shut the door or leave it open while in use.
 - c. If you are not sure if a restroom is occupied, please just knock first. We will include this note on the door postings.
 - d. We cannot strictly enforce this rule due to building code requirements, but I suspect most people will follow the guidelines.
9. Eating
- a. If personnel need to eat while they are on site, they will be encouraged to use a designated room nearest their work area.
 - b. These rooms will be used as single occupancy and each person will sanitize the area before and after they eat.
10. Liquid Nitrogen and Dry Ice
- a. The Weill Hall liquid nitrogen service will continue as it has been. Our facilities staff will practice social distancing while filling Dewars.
 - b. The Weill Hall dry ice dispensing station is also in operation. Please maintain social distancing while using the station.