

Eastern Michigan University
Interruption of Laboratory Activities Form
Response to COVID-19
March 19, 2020

As you likely know, Governor Whitmer issued an executive order today that significantly restricts work rules and asks people to stay at home. In order to comply, EMU is restricting access to on-campus research laboratories. All EMU faculty and research teams are asked to (1) immediately identify essential laboratory processes that should remain in standby mode during this time of interruption (Standby Laboratory Processes), (2) who will do the Standby Laboratory Processes, and (3) complete a checklist of tasks for immediately shutting down all nonessential laboratory activities.

Standby Laboratory Processes include tasks that are essential for maintaining your long-term research activities, such as topping off liquid nitrogen coolant, switching compressed gas cylinders, equipment maintenance, caring for laboratory animals, and cell culture maintenance. Standby Laboratory Processes do not include the initiation of a new chemical synthesis or running a new experiment. Due to shipping and receiving restrictions, there should be no ordering of reagents, gases, or supplies during this interruption.

Faculty or staff will be identified to perform Standby Laboratory Processes. These persons must access the laboratory building via swipe card, contact DPS on each occasion, and abide by CDC hygiene protocols, including wipe down of surfaces. They should be prepared to certify on each visit that they have measured a normal body temperature that day and have no virus symptoms.

Laboratory Checklist: For each research laboratory that you steward, please complete all of the items in the checklist using this [Google Form](#) by **Thursday, March 26, 2020**. It is not essential that you enter the laboratory to check off the items. The forms will be reviewed by the Office of the Associate Provost for Graduate Studies and Research and made available to the campus safety community. The attached paper form can be printed for your reference and convenience.

Exceptions: Faculty may submit requests for an exception from interrupting their laboratory research activities by emailing emuprovost@emich.edu. Faculty should describe:

- Why the research must continue.
- What work needs to be done?
- Who will do the work?
- What is the last step of the procedure?
- How long will it take to complete the entire procedure?

Faculty must attest: they will abide by CDC hygiene protocols; there will be no visitors in the lab; no more than two people will be working in a PI's lab space at one time; individuals will remain at least two meters (6 feet) apart at all times; no students will be compelled to come to campus or work in the lab; that lab surfaces, handles, and keyboards will be cleaned and disinfected before beginning use and before leaving; and appropriate PPE will be worn at all times. These persons must access the laboratory building via swipe card, contact DPS on each occasion. They should be prepared to certify on each visit that they have measured a normal body temperature that day and have no virus symptoms. **Exceptions are unlikely to be granted before April 15, 2020; however, we will return to these requests as the situation improves.**

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We recognize this may be distressing to committed researchers. We appreciate your cooperation in keeping our community safe.