

# **Rules to follow at CKB. Everyone must read this!**

## **Access to CKB lab and office areas**

- 1) Anyone displaying any symptoms of COVID-19, or who has recently been in contact with someone who tested positive for COVID-19, must not be in CKB and is strongly advised to self-quarantine at home for 2 weeks. If you are in this category, please inform your advisor immediately.**
- 2) Only approved graduate students, post-docs, paid technicians, and PIs are allowed to work in the CKB research areas. Undergraduate students are not permitted to come to CKB at this time. If you are unsure about your situation, please ask your advisor.**
- 3) A maximum of two people at a time is allowed in the laboratory space of any one PI.**
- 4) People are allowed in the laboratories only for the purpose of experimental work. This includes performing experiments, animal care and essential maintenance.**
- 5) All computer-based work, such as data analysis, computational modeling or writing, must be done remotely. No additional time should be spent in CKB for work that can be performed remotely (e.g. data analysis).**
- 6) Student desks and common office spaces are off limits.**
- 7) Use stairs rather than the elevators as much as possible. Avoid elevator rides with more than one person. Make use of our double stairwells to maximize social distancing. Use masks at all times.**

## **Cleaning, masks, gloves, and other preventative measures**

- 8) When departing common rooms (e.g. kitchen, bathrooms, confocal room, cell culture room, equipment room, animal rooms, etc), please wipe appropriate surfaces/areas with sanitizing supplies (spray, wipes and/or paper towels).**
- 9) Sanitize and wipe down any surface with which you come into contact before use.**
- 10) Mask use is mandatory at all times in open areas in CKB, such as hallways, bathrooms and vivariums. If working alone in a closed individual office space, closed laboratory room, or laboratory space far away from hallways or other common areas, masks may be temporarily removed. Using a mask reduces the contamination of surfaces that others may be exposed to later. If possible, wear a mask at all times in CKB.**
- 11) When entering or leaving rooms please be careful: knock on the door and announce your presence before opening any doors. Use “Room in Use” signs when available.**
- 12) Remember that door handles are one of the prime surfaces for transmission of pathogens and toxic substances. Keep them clean with appropriate sanitizing supplies.**
- 13) Food consumption will not be allowed in the lounge/kitchen area. It is recommended that you bring your food in a container and eat outside.**
- 14) Wash your hands often (soap and water for at least 20 seconds), before and after using common-use surfaces.**
- 15) Please maintain a distance of 2 meters between people. Be mindful of corners and of others who may not be paying attention. Be considerate of others and do not cause unnecessary stress.**
- 16) If you are using gloves, use them properly so as not to spread chemicals or potential pathogens. Either remove, change, or clean gloves as appropriate. Always remove or change gloves when leaving the lab areas.**