ChemE COVID Safety Town Hall Meeting
Friday, 23 February 2021
Slides and Resources

The ChemE DMC - Introduction

- Institute mandated **D**epartment **M**onitoring and **C**ompliance Committee

- Representative Membership
  - Paula Hammond (DH) and Kris Prather (ExO) – Co-Chairs
  - Haley Beech, Graduate Student (Olsen Lab), Building 66
  - Adrienne Bruno (administrative staff member, Bldg 66)
  - Robert Fadel (Administrative Officer)
  - James Hardsog (Systems Administrator)
  - Chris Monaco (Building Manager)
  - Eric Powers, Graduate Student (Tisdale Lab), Building 66
  - Jeremy Schieferstein, Postdoctoral Associate (Doyle Lab), Building E17
  - Brian Smith (EHS Coordinator)
  - Gwen Wilcox (administrative staff member, ChemE East)

*Non-Highlighted Group is the **Infrastructure Team** More on this group later*

The ChemE DMC - Responsibilities

- As noted in the name, the DMC has a duty to communicate and establish COVID regulations and to monitor compliance
- The DMC must also report observed violations → **_you_** have a duty to report such observations to the DMC
  - Email the ChemE DMC at cheme-dmc@mit.edu
  - File an anonymous report to the ChemE DMC (see feedback form at https://cheme.mit.edu/covid19-dept-resources/)
  - File an anonymous report to the MIT hotline (http://hotline.mit.edu)

- Most importantly, the DMC strives to provide you with important information and respond to your concerns
- Please don't hesitate to contact us with your concerns

What to expect starting March 1st

- In-person classes begin on this date

- ChemE is offering in-person sessions for **4** undergraduate lecture-based classes (optional) and **2** laboratory classes (required)

- In-person UROPs will also start on this date

- **You will begin to see more UGs in the buildings (66, 56, ChemE East)**

- Access for classes is provided by building sector, the same as it is for research access

- Access is restricted by day but NOT by time

- Please be mindful of the anticipated increase in campus presence and the possible need to help reinforce rules

Required Face Coverings

- Face coverings, such as cloth coverings or masks, must be worn at all times on campus and in common areas and public spaces both inside and outdoors, per orders of the City of Cambridge and the State of Massachusetts. You must wear a face covering in:

- Campus buildings, including shared offices,

- Classrooms, and restrooms

- Lobbies and hallways

- Stairwells and elevators

- Garages and parking lots

- Residential common areas such as laundry rooms

- All outdoor campus areas including walkways, courtyards, and roof decks

- All outdoor public spaces, including sidewalks, streets, parks, plazas, and bus stops

- And at all times around other people, including outdoors

Currently in MIT Research Ramp Up 3

- Density (125 square feet per person) and physical distancing (at least 6 feet separation in static work conditions) requirements remain, principal investigators (PIs) may need to utilize **work shifts** to prevent over-crowding.
- CDC guidance of <6 ft static distance: <15 min over a 24hr period
- All doors are marked with signage with the current max occupancy levels
    - Wet Laboratories
    - Office spaces
    - Lunch/Eating Room
    - Bathrooms

(PPE) Personal Protective Equipment

- Laboratories
  - Reusable and disposable masks
  - Disinfecting wipes to clean surfaces

- Designated Eating Areas 66-201 café & E17-529
  - Spray bottles and paper towels are provided to disinfect surfaces before and after use of seating area (Wipe in wipe out)

- Elevators and wipe stations
  - Provided outside every elevator

- Non-emergency items

- Installations

- Emergencency repairs

monacoc@mit.edu

IT support

- On site Issues
- Off site issues
- Cheme-computer@mit.edu
- Remote sessions
- Laptop repairs
- Keeping Microsoft Licenses Active
- Tech Support for MIT supported application 617-253-1101

One-Time Campus Access

➢ Pre-approved authorization to come to campus for up to 90 minutes to retrieve items (personal desk items, files, computer peripherals, etc.) or take care of on-site tasks (server re-boots, shipping samples, etc.).

➢ Email cheme-infrastructure@mit.edu for guidelines and request form.

➢ Submit request form to cheme-infrastructure@mit.edu and allow 2-3 days for approval and upload.
(Note that the "infrastructure" email only goes to **staff** on the ChemE COVID monitoring team. The DMC email includes the student/postdoc members of the team.)

➢ Fill out an Acknowledgement Form (confirming you are coming to campus of your own free will) in advance and a Health Attestation form (the day of your visit).

➢ You are not required to get a COVID test.

➢ You must wear a mask at all times.

➢ You may not seek out friends and colleagues or congregate in the halls.

➢ Members of the ChemE Infrastructure team can assist you with boxes and a cart if moving awkward, heavy items.

Vendor/Visitor Campus Access
(repairs & equipment installation)

❖ Pre-approved authorization for vendors to come to campus to install new equipment, make repairs or carry out essential maintenance in research labs.

❖ Guidelines and a Health Attestation form are posted on the ChemE website under COVID RESOURCES (https://cheme.mit.edu/covid19-dept-resources/

❖ Send an email to cheme-infrastructure@mit.edu stating the purpose of the visit (i.e. installation or repair), location (bldg/room/lab), lab contact person, and attach the company's COVID protocols (1-2 page PDF is acceptable).

❖ Once approved, complete a Health Attestation form and email it to cheme-infrastructure@mit.edu and make arrangements to meet a COVID PASS researcher to escort vendor in and out of the building and lab.

❖ Maintain 6' of distance, wear a mask at all times, and wash/sanitize hands, equipment and tools frequently.