

## Responsibilities of Project Personnel

*The following document is available as a separate Google form that will be filled in by each of the personnel requesting approval to participate in research in SDSU or SDSURF spaces and listed the above Research Leader Google form.*

As a Faculty/Graduate Student/Postdoctoral Scholar/Staff, I confirm that:

### Environmental Health & Safety (EH&S)

- I will complete all recommended university training, including proper use of PPE and disinfection of workspaces.
- I will follow all EH&S requirements, and relevant IRB, IBC, and IACUC compliance protocols.

### Building Access

- I will only access the buildings and spaces which I am authorized to enter.
- As needed, I will request approval to access additional spaces.

### Workspace Density

- I will not exceed the maximal number of people in my research space as posted on the door of each space. [For SDSU Phase 2 the maximum occupancy is  $\leq 1$  person/aisle in labs,  $\leq 1$  person/250 sq ft in larger rooms, or 1 person per room that is  $< 250$  sq ft.]
- I will adhere to social distancing guidelines of at least 6 feet between people at all times.
- I will only be on-site during my assigned times as scheduled on our group's calendar.
- I will update the scheduling calendar each time I check in/check-out from the site

### Hygiene

- I will thoroughly disinfect my assigned workspaces prior to initiating work, and all surfaces I have touched prior to leaving work.
- I will wash my hands with soap and water for at least 20 seconds upon entering the workspace, after removing gloves, and before departing. If a sink is not available, I will use an approved hand sanitizer.

### Health and Accessibility

- I understand that returning to campus is a voluntary decision.
- I am aware of the health risks associated with being a part of a vulnerable population and/or having pre-existing conditions, and have willingly agreed to return to work. [See <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html>]
- I will undergo a temperature or COVID-19 symptom screening each time I arrive at my workspace prior to beginning any work, and make sure this is noted on the scheduling calendar.

Responsibilities of Project Personnel (con't)

- I will not come in to work if I am feeling sick.
- I will notify my supervisor and voluntarily quarantine for 14 days if I am exposed to or have symptoms of COVID-19.
- I will wear a face mask or face shield at all times while on campus except when in rooms limited to single occupancy. Face coverings must completely cover my nose and mouth at all times.

**Responsibility Agreement**

- I agree to follow all of the Guiding Principles described in the Repopulation Plan for Faculty & Graduate Students.
- I understand that if I do not comply with these practices, I may lose access to campus during restricted phases, and the research group may lose access until the issues are adequately rectified based upon reevaluation by the college Dean, Provost, and VPR.

Name: \_\_\_\_\_  
Red ID: \_\_\_\_\_  
Mobile #: \_\_\_\_\_  
Email: \_\_\_\_\_  
Research Supervisor: \_\_\_\_\_  
College: \_\_\_\_\_

By typing my name here, I confirm that I have read each of the expectations in the above list, and I accept the responsibility to ensure that they are followed by myself and members of my research group.

E-signature \_\_\_\_\_

Date \_\_\_\_\_

College Dean approval \_\_\_\_\_

Provost approval \_\_\_\_\_

Vice President for Research approval \_\_\_\_\_

If you have any questions about these responsibilities, please refer to other documents posted at <https://research.sdsu.edu/coronavirus>, contact your faculty Research Leader, or the college Dean's office, or send an email to [GRA-CoV2@sdsu.edu](mailto:GRA-CoV2@sdsu.edu). Graduate students may also consult with Graduate Affairs for questions about their degree status or related issues.