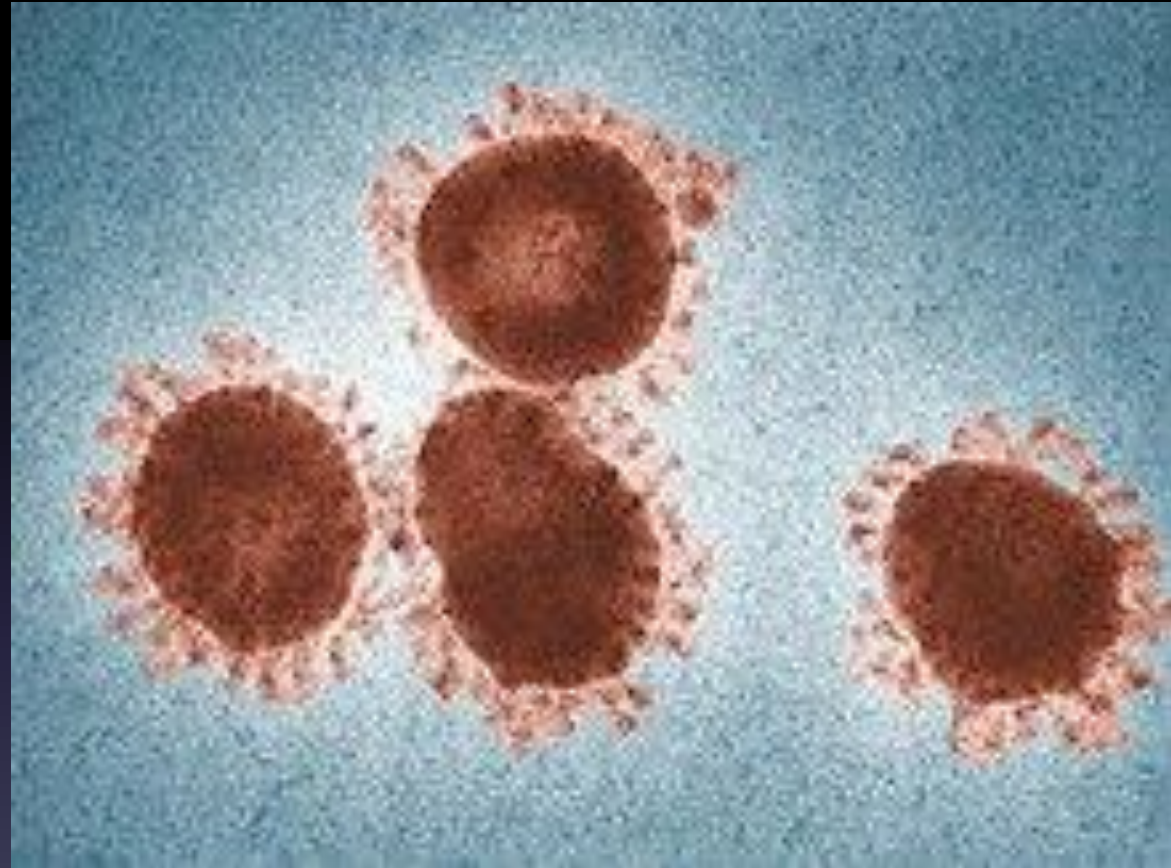
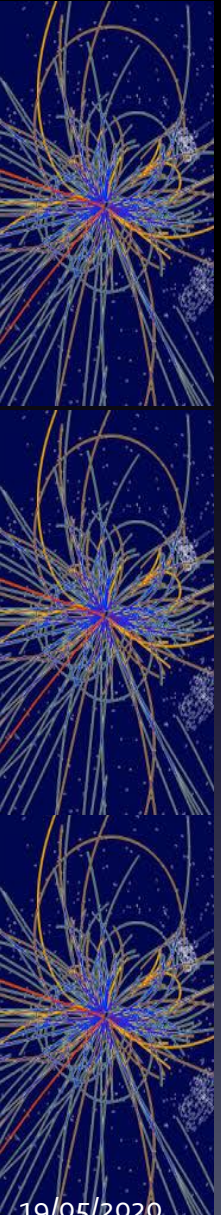


Q/A ON COVID 19



Covid-19 effort in Physics

Rapid Virus Detection
(Nicole Robb and Achillefs Kapanidis)

Our computer power is contributing to the Folding@home project and we made it into the top 1000 teams out of ~250,000.

We are helping ventilator projects:
Mechanical Ventilator Milano (Jeff Tseng), HEV (D. Bortoletto)

Oxford physics and Shanghai Tech have signed 5 yr academic partnership. Shanghai Tech donated 13,000 surgical masks, 700 medical full body suits and 800 N95 masks to Oxford University hospitals

Restarting work in the labs

- <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/labs-and-research-facilities>

Working safely during COVID-19 in labs and research facilities

Guidance for employers, employees and the self-employed
11 May 2020



Staying COVID-19 Secure in 2020

We confirm we have complied with the government's guidance on managing the risk of COVID-19

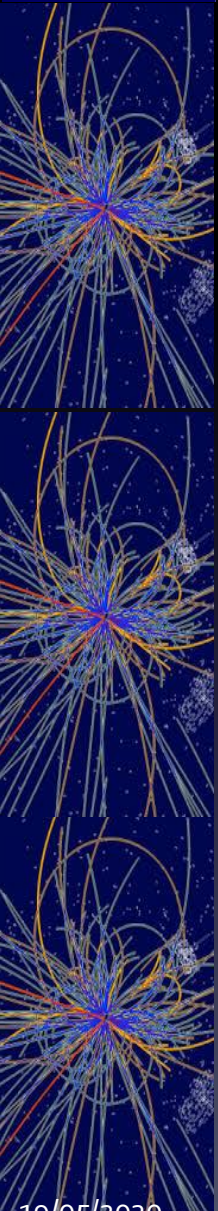
FIVE STEPS TO SAFER WORKING TOGETHER

- ✓ We have carried out a **COVID-19 risk assessment** and shared the results with the people who work here
- ✓ We have **cleaning, handwashing and hygiene procedures** in line with guidance
- ✓ We have taken all reasonable steps to **help people work from home**
- ✓ We have taken all reasonable steps to **maintain a 2m distance** in the workplace
- ✓ Where people cannot be 2m apart, we have done everything practical to **manage transmission risk**

Employer _____ Date _____

Who to contact: _____ Your Health and Safety Representative
(or the Health and Safety Executive at www.hse.gov.uk or 0300 003 1647)

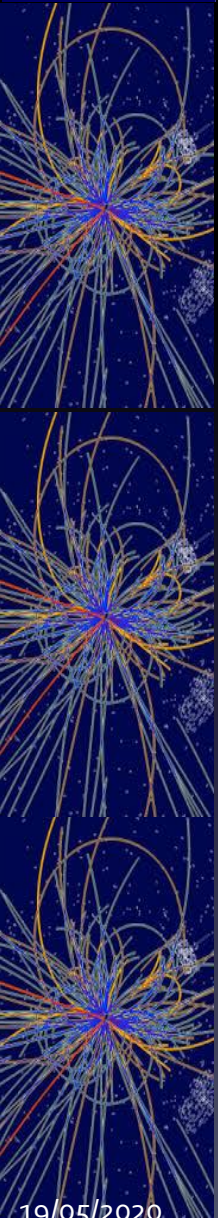
Managing Covid-19 risks

- 
- Make every effort to enable working from home as a first option
 - Where working from home is not possible carry out an assessment of the risks posed by COVID-19 in your workplace
 - Comply with the social distancing guidelines (2m apart if possible)
 - If social distancing cannot be followed for an activity, consider whether that activity needs to continue and take mitigating actions:
 - Increasing the frequency of hand washing and surface cleaning
 - Keeping the activity time involved as short as possible
 - Using screens or barriers to separate people from each other
 - Using back-to-back or side-to-side working (rather than face-to-face) whenever possible
 - Reducing the number of people each person has contact (fixed teams or partnering)
 - If people must work face-to-face for a sustained period with more than a small group of fixed partners assess whether the activity can safely go ahead
 - You should have regard to whether the people doing the work are especially vulnerable to Covid-19

Who should work from home?

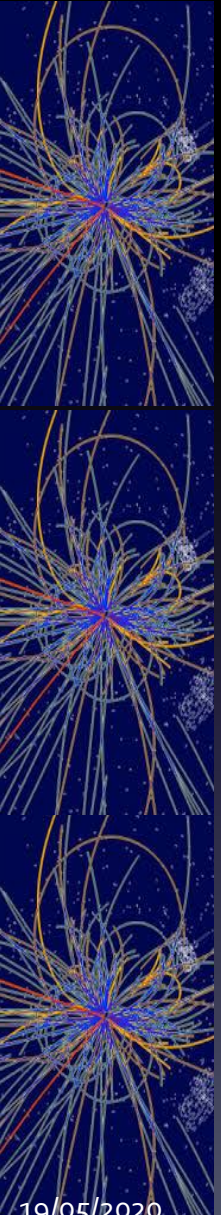
- Staff should work from home if possible
- Clinically extremely vulnerable individuals have been strongly advised not to work outside the home
- Clinically vulnerable individuals, who are at higher risk of severe illness have been asked to take extra care in observing social distancing and should be helped to work from home, either in their current role or in an alternative role
- People who are self isolating should not come to work

Steps to maintain social distance

- 
- Staggered arrival and departure times
 - Booking processes to reduce the number of people in a lab at the same time
 - Having more entry points to the workplace
 - Use markings and introducing one-way flow at entry and exit points
 - Use floor tape or paint to mark areas to help people keep to a 2m distance
 - Reduce maximum occupancy for lifts, provide hand sanitiser for the operation of lifts and encourage use of stairs wherever possible
 - Regulate use of high traffic areas (corridors, lifts...) to maintain social distancing
 - Using remote working tools to avoid in-person meetings
 - Only absolutely necessary participants should attend meetings and should maintain 2m separation

Cleaning

- Frequent cleaning of work areas and equipment between uses
- Determine the required cleaning process for expensive equipment that cannot be washed down
- Frequent cleaning of objects and surfaces that are touched regularly
- Provide hand sanitiser in multiple locations in addition to washrooms
- Provide more waste facilities and more frequent rubbish collection
- Special cleaning must occur after a known or suspected case of Covid-19



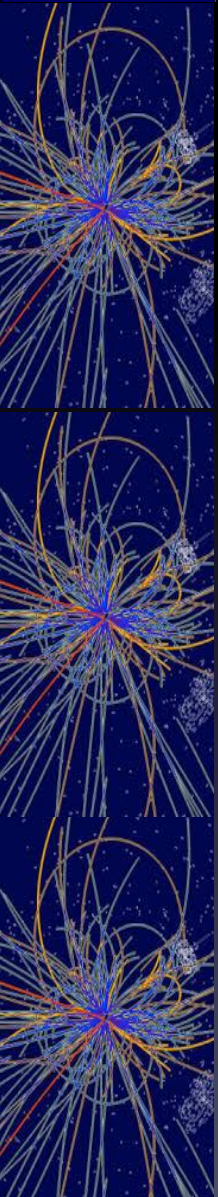


More advice

- Visitors
- Work related travel
- Handling goods and merchandise
- Training
- PPE and face covering
 - When managing the risk of COVID-19, additional PPE beyond what you usually wear is not beneficial (which is not correct)
 - Instruction on how to use properly a face masks are given

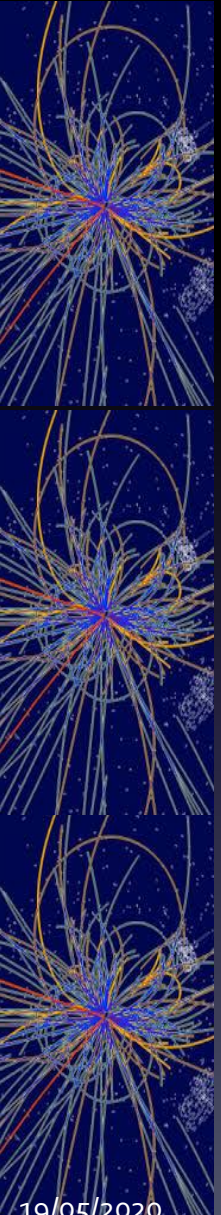


How is the university proceeding?

- 
- University and Division are approaching the return to work carefully
 - Pilot plans have started and it will be evaluated for 2-3 weeks
 - Shown that on-site working will be a complex task and will require significant changes in how we work.
 - Options for the provision of additional local parking are being explored while the pilot is underway, and discussions are ongoing with the city and county councils.
 - The programme is overseen by the Return To On Site Working (RTOSW) Sub-Group of Bronze group (Division) under the University's [crisis management framework](#).
 - Anticipate that on-site activity will gradually increase from June onwards
 - <http://www.ox.ac.uk/coronavirus/return-to-workplace>

How is the department proceeding?

- Experimental groups wishing to re-start laboratory work will need to develop a plan of action that would enable people to work safely in their laboratories
 - Risk assessment
 - Local rules
- Examples have been already circulated in PP
- Complete documents must be sent to Andrew Boothroyd (Associate Head of Department, Infrastructure)
- In parallel the department is developing a plan for the common areas
- Mechanical workshop is back with limited number of personnel





Risk assessment

Sub-department/group:	CMP / Snaith group		
Activity/Task:	Covid-19 operating mode		
Location:	RHB offices (G20, G21, G24, G26, G29 and G30), RHB labs (G44, G46, G48 and B41), Wolfson Cleanroom		
Name of assessor(s):	H. Snaith		
Date of assessment:	15/5/2020	Review date:	1/6/2020

Hazard (Cause and consequences)	Persons at risk	Existing controls	Risk * (N, L,M,H)	Control measures **
Hazards under normal operation		Found here	L	All existing local rules, risk assessments and controls apply, in addition to this document. They can be found under the link: https://hjsgroup.physics.ox.ac.uk/index.php/Main_Page
Contamination while entering the premises.	Researchers (incl. long-term visitors)		L	<ul style="list-style-type: none"> - Enter only through Sherrington road side entrance (to avoid keypad on museum side). Hand sanitisation station in entrance lobby. Optional face masks also available. - After entering office area to deposit bags and coats (RHB G20, G21, G24, G26, G29 and G30), hands should be washed in bathroom before commencing work. - Before leaving office area, hands should be washed with soap and water in the bathroom.
Covid-19 contamination due to proximity with infected people and	Id.		M	<ul style="list-style-type: none"> - The group members will be assigned to one of 3 teams. Each team will work for 3 consecutive days in the premises and then stay at home for 6 days. Members of

Covid-19 | Optics Lab G48 Local Rules

Note: This document contains additional rules established for the duration required for preventing the spread of Covid-19. All the previous risk assessments and local rules are still valid and must be strictly followed. For this room the following documents are relevant:

- [Local rules](#) for G48, (available on <http://hjsgroup.physics.ox.ac.uk>)
- [Risk assessment](#) documents for laser experiments
- Physics laser safety policies (<https://www2.physics.ox.ac.uk/laser-safety>)
- University policies: [S2/09](#)

A copy of these Local Rules must be appended to the relevant Risk Assessment, and displayed on the door of the lab.

1. LABORATORY ADDITIONAL SAFETY RULES

- Maximum room occupancy: **3 people**
- Minimum combined room occupancy (G44, G46 and G48): **2 people**
- Presence must **be booked in advance** using the Google calendar 'G48'
- Always observe **greater than 2 m** separation
- Wear gloves** at all times when inside the lab. Dispose immediately after leaving the room
- Clean workstation after each use, including computer keyboards and mice.
- Clean surfaces and door handle at least **3 times per day**

2. ADDITIONAL CONTROL MEASURES

- Cleaning products must be available inside the laboratory at all times.

3. ACCIDENTS / EMERGENCY PLAN

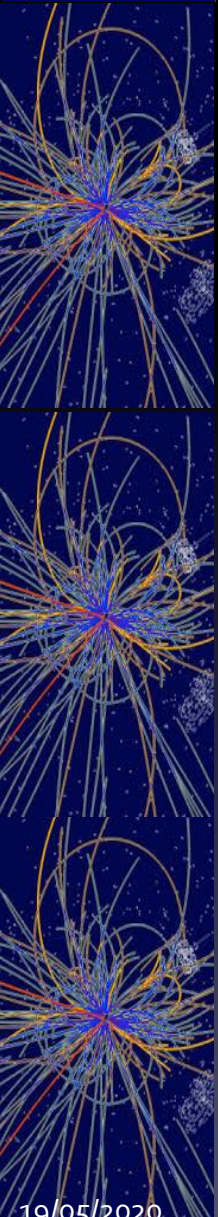
- Call University Security (tel **89999** within the internal network, or **01865 289999** from a mobile phone.
- If there is no response from University Security, call emergency services (**999**)

Budget

- 20-21: £130m total cost to the University from the pandemic
- 4 year outlook: net cost to the institution is forecast to exceed £400m
- University Covid-19 savings targets: divisions and departments should identify 10% of non-staff charges to defer, reduce or to not proceed
- All parts of the physics department will have to bear a reduction of 10% in discretionary budgets (about £20k/sub department)

Questions

- What is the flow of people through the various buildings?
 - The flow is currently being evaluated but we expected a very limited amount of people to return to work initially
- Which facilities will be open (food, drink, toilets, mail, vending machines, stores, tech. services) ? This determines which work makes sense and how long we can stay
 - Toilettes have been cleaned but not all will be re-opened initially. COMPASS is investigating re-opening but this will be decided at university level. We would expect people to take food in from home. Stores operation will be limited. The mechanical workshop is already opened.
- How is communal space access regulated (common room, toilets, stairs, corridors, etc.)
 - Andrew Boothroyd, Pierre Van Zijl, and Robin Silvester are looking at the common spaces and will provide advice and posters to guide safety



Questions

- Will IT team be available locally?
 - IT will come to the department only when necessary
- Should all groups interested in returning to lab work just fill out local rules and risk assessments and that's it?
 - No, preparing the risk assessment and the local rules is only the first step. Robin Silvester will have to sign the risk assessment. We will have to wait for the OK from division.
- Can we have a localised rudimentary contact tracing as a backup to the national one that isn't running yet - i.e. if someone unfortunately becomes infected others can be warned?
 - Everybody who was sick and was in contact with people in PP should have communicated this to the head of sub department. I only heard 2 cases in March. One case was at CERN and another case was in Oxford. This should continue as we restart.
- When will the Mech and Elec. workshops be open?
 - Mech. Workshop already open, Elec. workshops currently working from home

Questions

- When can students and staff (who don't need specialized equipment) return to work in the department?
 - The government has set up a five-tier alert system. Currently we are still in Level 4 ($R < 1$ but still close to 1) and who can work from home should stay at home. A relaxation of the restrictions will start occurring when we go to Level 3 and 2

Coronavirus alert levels

UK at level 4

Stage of outbreak		Measures in place
Risk of healthcare services being overwhelmed	5	Lockdown begins
Transmission is high or rising exponentially	4	Social distancing continues
Virus is in general circulation	3	Gradual relaxation of restrictions
Number of cases and transmission is low	2	Minimal social distancing, enhanced tracing
Covid-19 no longer present in UK	1	Routine international monitoring

Source : UK government

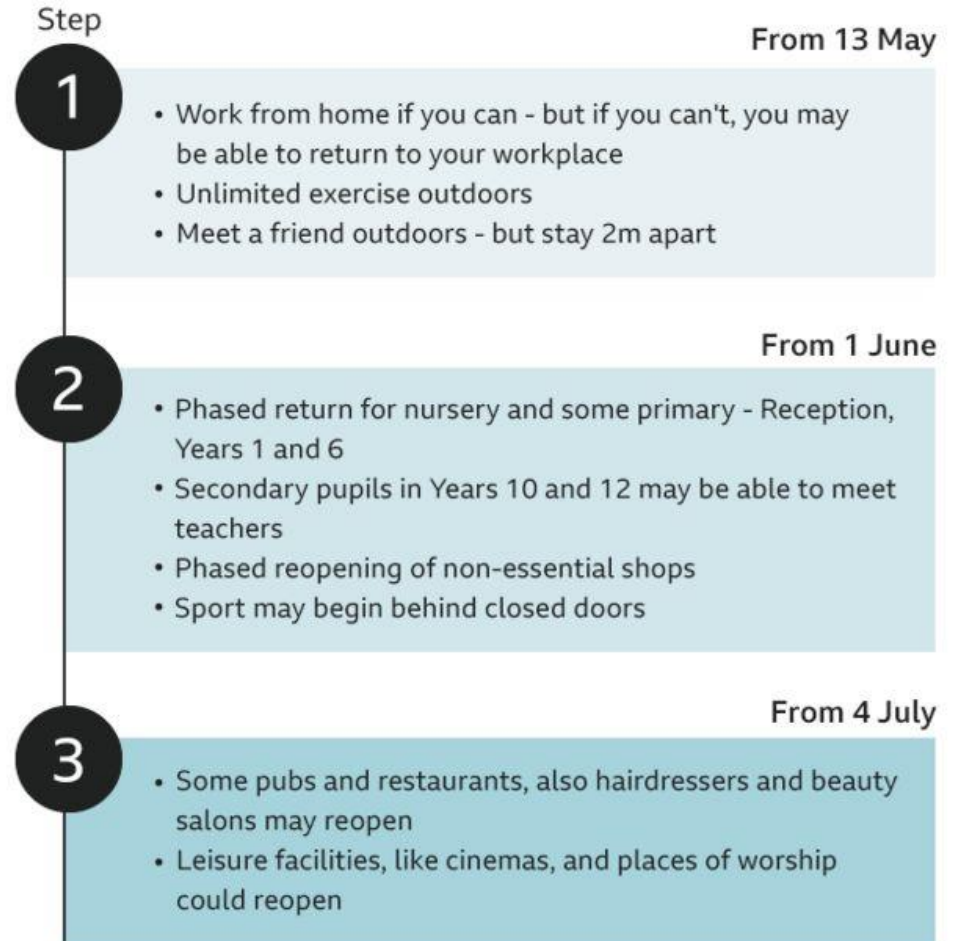


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Government's first steps to ease lockdown restrictions in England

Progress based on assessment of infection rate



Questions

- Can the department offer any guidance for 1st year DPhil students who have had their LTAs cancelled/postponed, particularly regarding the need for flexible accommodation from Michaelmas 2020?
 - STFC: At present there is a moratorium on travel for STFC employees and students STFC is working with CERN to define the conditions under which site access will be possible in the future. it is likely that CERN access will not be possible for several months
 - CERN: Until we return to full normality students should still telework whether here or back in their home countries



Questions

- Would the lecturers make the online lecture materials more accessible?
 - All lectures are required to make available their materials online. Undergraduate lectures are recorded. We are looking into recoding graduate lectures.
- Is there any possibility of offering an extension for transfer of status reports for 1st year DPhil students?
 - This will only be considered/allowed for students who could not collect data because their lab was closed due to Covid-19 and other extenuating circumstances. Please let Farrukh know asap.
- I plan to submit my thesis soon, should I expect to have my viva online?
 - Yes, we had several viva already online and no issues were found. In fact for one of my students we had an online celebration at the end of the viva!

Thank you

- We are fortunate:
 - Great IT support
 - Great effort by the PP office (Sue and Kim working from home)
 - Great DGS, who is really working hard for our students
 - Great technical support
 - Certainty that Oxford can weather any storm!

