**Stages to Resume Research Activities on Campus**

All On-Campus Research Activities in Stages 1 – 3 require approval from both the researcher’s Dean and the Vice-President, Research and Innovation, with confirmation from the Director of Risk Management. Approval can be for either (A) on-going access to campus research facilities or (B) temporary time-specific access to research facilities.

**STAGE 1 – Access to campus research facilities only for completion of COVID-19 and Essential Research Activity**

**Timeline: April 1, 2020 – Present (until the commencement of Stage 2)**

**Projects that meet the following criteria can be approved:**

* Research related to COVID-19; and
* Essential research activity includes research that will experience significant setbacks or

impending failure **by September 2020**. Setbacks may include:

* Equipment maintenance and upkeep
* Regulatory non-compliance
* Missed contractual obligations
* Missed external funding milestones
* Missed external funding submissions
* Missed submission of manuscript revisions
* Missed graduate student completion and/or graduation research requirements

**STAGE 2 – Research: Safety Checklist and Risk Assessments Required**

Expansion of research to projects that will experience significant setbacks by December 2020

**Timeline: Summer 2020 Subject to government/university restrictions, projects that meet the following criteria can be approved:**

* **All research described in Stage 1, as well as the following:**

* + - * Research for which significant setbacks (as described in Stage 1 including missed graduate student completion and/or graduation research requirements) will be experienced **by December 2020**
      * On-going studies that require regular care, conditioning or inspections (e.g. maintenance of cells, animals, breading colonies, or tissues);
      * Ongoing externally funded research projects that cannot otherwise be completed remotely. For example, need to use scientific equipment located only on campus, use of reagents, research involving animals and plants.

* **Stage 2 Assumptions:**
* Research activity that can be carried out remotely will not be approved for on-campus operation. Where a combination of activities can be conducted on campus and remotely, remote research activities must not be performed on-campus.
* All new applications will proceed through the process, effective from June 22, 2020. All projects will need to demonstrate appropriate risk/mitigation strategies in line with the Risk Matrix on the application form. A detailed safety plan will be required for all cases when the two-metre distance cannot be respected, or when other high-level risk factors exist (ie. density issues; physical contact required). PPE will be a key consideration for approval in these cases.
* Research must employ the fewest number of personnel required to conduct the work at all times.
  + **Faculty and Staff:** Only essential employees and those with approved access will be permitted on campus. Non-Ontario Tech persons such as employees of industry partners can only gain access to campus following an approved application naming that specific individual for time-restricted, temporary access.
  + **Students:** Students required for research projects will need to be named in approved applications, and thus approved for access to campus. Undergraduate students should be directed to remote research activities where possible, and can only gain access to campus following an approved application naming that specific individual for time-restricted, temporary access.
  + **Travel:** Domestic and international Government restrictions in effect.

**STAGE 3 – Fully resumes with necessary restrictions**

Continue to expand research activities on-campus with necessary health and safety restrictions.

**Timeline: Estimated September 2020. Note: Subject to government/university restrictions, projects that meet the following criteria can be approved:**

**All research outlined in Stages 1 and 2, as well as the following:**

* Ongoing research for which significant setbacks (as described in Stage 1) will be experienced **by April 2021**
* New and ongoing research for which health/safety/distancing/mitigation strategies can be met, and for which Stage 3 building capacity exists

* **Stage 3 Assumptions:**
* Research activity that can be carried out remotely will not be approved for on-campus operation. Where a combination of activities can be conducted on campus and remotely, remote research activities must not be performed on-campus.
* All new applications will proceed through the process, effective from June 22, 2020. All projects will need to demonstrate appropriate risk/mitigation strategies in line with the Risk Matrix. A detailed safety plan will be required for all cases when the two-metre distance cannot be respected, or when other high-level risk factors exist (ie. density issues; physical contact required). PPE will be a key consideration for approval in these cases.
* Research is limited to the fewest number of personnel required to conduct the work.
* **Faculty and Staff:** Continuing to work from home is a priority; On-site work rotations may be required to manage building density/capacity limits. Only a limited number of research personnel, up to Stage 3 building capacity, will be approved to access campus for research that cannot occur remotely.
* **Students:** Limited in-person access remains in effect; Remote research still recommended. Individual approval still required for all graduate and undergraduate students requiring one-time or long-term access to campus
* **Non-Ontario Tech persons:**Approval still required to gain one-time or long-term access to campus
* **Research Travel:** Domestic and international Government restrictions in effect; Exceptions considered.

**STAGE 4 – Research: Fully resumes to pre-pandemic practices**

Continue to further expand research activities on campus with necessary health and safety restrictions.

**Timeline: Subject to government/university restrictions, projects that meet the following criteria can be approved:**

* **All research outlined in Stages 1, 2 and 3, as well as the following:**
* New and ongoing research for which health/safety/distancing/mitigation strategies can be met, and for which Stage 4 building capacity exists

* **Stage 4 Assumptions:**
* Research activity that can be carried out remotely will not be approved for on-campus operation. Where a combination of activities can be conducted on campus and remotely, remote research activities must not be performed on-campus.
* All projects will need to demonstrate appropriate risk/mitigation strategies in line with the Risk Matrix. A detailed safety plan will be required for all cases when the two-metre distance cannot be respected, or when other high-level risk factors exist (ie. density issues; physical contact required). PPE will be a key consideration for approval in these cases.
* Research is limited to the fewest number of personnel required to conduct the work.
* **Faculty and Staff:**Continue to work from home is a priority; On-site work rotations continue as required to manage Stage 4 building density/capacity limits.
* **Students:**In-person and virtual research participation now allowed in full. No pre-approval required for student access to campus.
* **Non-Ontario Tech Personnel:**In Stage 4, the requirement for pre-approved access for all non-Ontario Tech personnel will be lifted.
* **Research Travel:**Resumes; Follow government travel restrictions.

**STAGE 5 – Research: Fully resumes**

Fully Resume on campus research (at safe/distanced building capacity)

**Timeline: Subject to government/university restrictions, all projects will be acceptable for approval, with on**-**campus capacity ramped up to a level sustainable throughout the pandemic risk period.**