

## **Chemistry's Return to Work Plan – Phase 2021-3, updated 24 November 2021**

The following general rules apply to **Phase 2021-3** of the School's plan for research labs in all buildings in which the School has a presence, with the exception of CRANN, namely the Chemistry Building, the SNIAM Building, the Lloyd and the TBSI. During this phase, use of a Pod system is at the discretion of the PI, so long as social distancing of 1m can be maintained. All other documentation remains as before and can be found at <https://chemistry.tcd.ie/COVID-19/>. Please note that, in addition to the details below, those in each building should follow any rules set out for that building.

### **Rules in place from 23 November 2021 until further notice are as follows:**

- Access to College is no longer restricted and ID cards do not need to be swiped on entry or exit (although those with parking permits still need to swipe in and out to raise the barrier)
- Limits on the maximum occupancy of labs and lecture theatres have been removed but social distancing should be maintained insofar as possible
- Pre-return to work, ID card reactivation and sign-in/out forms are no longer necessary so these have been removed from the Covid website
- Visitors to labs or Contractors should complete the contact form (available at <https://chemistry.tcd.ie/COVID-19/Documentation.php>) in advance of their visit as before. Forms should be emailed to [sboyce@tcd.ie](mailto:sboyce@tcd.ie) who will request permission for the visit from Estates and Facilities
- Masks should be worn in all indoor settings except single-occupancy rooms and rooms designated for eating, where social distancing should be maintained; if you are exempt from wearing a face covering on health grounds, please contact the Disability Service ([askds@tcd.ie](mailto:askds@tcd.ie)) who can issue you with an exemption badge and a visor
- The Schüler room is no longer a designated eating space and booking of the room for lectures or lab meetings should be made through the School Office staff/CMIS only
- Those who are attending College on a regular basis are encouraged to participate in the UniCov study
- If you feel unwell, please stay away from College and if you think you may have Covid, please get a PCR test and await the result before returning to College
- Please adhere to any rules in place for the building in which you work

Links to the School's Covid documentation and safety material can be found at <https://chemistry.tcd.ie/COVID-19/>

- Staff and students should complete a daily personal-contacts log (available at <https://chemistry.tcd.ie/COVID-19/Documentation.php>)
- If you are a close contact of someone with Covid, please self-isolate and do not come to College for at least 5 days (if vaccinated and asymptomatic, you should have 3 negative antigen tests over a 5-day period)
- If you have a positive PCR test, please contact Sinéad Boyce ([sboyce@tcd.ie](mailto:sboyce@tcd.ie)) who will send you a College Covid form to be completed. This requires that you provide details of all close contacts in College for the previous 48 hours and that you maintain a list of any lectures, labs, tutorials, sports activities, clubs/society events that you attend each day. Please include your PI on the email so that they are aware of the situation
- Once you have completed the form, return it to Sinéad Boyce ([sboyce@tcd.ie](mailto:sboyce@tcd.ie)) and she will forward it to Dr. McGrath, who is coordinating College's Covid response/liaison with the HSE

If you are unsure of which close contact rules apply in your circumstances, please visit <https://www2.hse.ie/conditions/covid19/contact-tracing/close-contact/>

## MANAGEMENT OF A SUSPECTED CASE OF COVID-19 DURING WORKING HOURS

The guiding principles for dealing with a suspected case of COVID-19 that occurs during working hours are outlined below. In all such cases the safety of the person seeking attention and the accompanying person is paramount.

### Protocol

- An individual who feels unwell with flu or flu-like symptoms in advance of coming to work should stay at home, contact their GP and follow the guidelines provided by the Health and Safety Executive (HSE)
- In cases where the onset of illness occurs in a Chemistry location and the person is not debilitated, they should leave the building immediately using the stairs (not a lift), contact the Emergency Contact person in the School (**Manuel Ruether at 089-4230715** or his nominee at the same number) and make their way home without using public transport
- In cases where the onset of illness occurs in a Chemistry location and the person is too unwell to go home immediately, the person should make their way to the relevant Isolation Area

Location	Isolation Room
Chemistry Building	Room 1.1
SNIAM	Room 0.29
The Lloyd Building	Room 3.02
TBSI	Room 7.08

- If a window is available in the Isolation Room, it should be opened. All isolation rooms are equipped with hand sanitiser, 70% IPA wipes, tissues, face masks and a clinical-waste disposal bin
- Anyone who becomes unwell while in Chemistry should immediately make this known to the Emergency Contact (Manuel or his nominee at 089-4230715) and their supervisor/PI/Line Manager, maintaining strict social distancing of at least 2m throughout
- The unwell individual should wear a face mask at all times when in the company of other people and avoid touching people, surfaces and objects
- Only one accompanying person is to provide support/treatment, where practical
- The accompanying person/Emergency Contact person must wear appropriate PPE including a mask, gloves and a lab coat when interacting with the unwell individual, maintaining a 2m distance at all times
- The accompanying person/Emergency Contact person will assist the unwell individual and contact the College Health Centre at ext. 1591/1556 or the individual's GP,
- The College Medical Officer and College Safety Officer must also be informed and an Incident Report Form submitted by the School Safety Officer (Peter Ó Briain; [peter.obriain@tcd.ie](mailto:peter.obriain@tcd.ie))
- Based on the doctor's advice the accompanying person/Emergency Contact person will assist the unwell person to make transport arrangements to go home or to hospital for medical assessment. Public transport of any kind should not be used. The taxi company Lynk has screened-off taxis that protect the driver from passengers and they are willing to transport potentially infected people. This company should be used in cases where the person is unable to arrange their own transport.

- The COVID-19 Governance Team will record the names and contact details (address, mobile number) of all people working in the same area as the unwell person on the day of the incident; the unwell person should have their Close Contact list available to send to their line manager/HSE
- Following a suspected case being confirmed as positive, advice will be sought from College Health Services and the HSE and their advice will be implemented

### Sample Analysis and Data Handling

NMR – Manuel Ruether ([ruetherm@tcd.ie](mailto:ruetherm@tcd.ie)) or John O'Brien ([nmrchem@tcd.ie](mailto:nmrchem@tcd.ie)); ext. 1050

XRD – Brendan Twamley ([twamleyb@tcd.ie](mailto:twamleyb@tcd.ie)); ext. 4448

MS – Gary Hessman ([Gary.Hessman@tcd.ie](mailto:Gary.Hessman@tcd.ie)); ext. 4268 (office)

X-ray	NMR	Mass Spec
USERS' data will be stored on the XRAY server and can be downloaded via FTP on campus. If you are outside campus contact us and we can email the data to you	USERS' data will be stored on the NMR server and can be downloaded via FTP on campus. If you are outside campus contact us and we can email the data to you	Spectra/Reports stored on MS server for internal access on campus. For outside access please contact us and data will be sent via Microsoft Teams

**Sample Ddrop-Off is still in place for Mass Spec (contact Gary Hessman prior to sample drop-off).**

Building	Mass Spec
TBSI	L7.36 (NMR room) by prior arrangement.
Chemistry	Sample-In table outside MS lab 0.5 by prior arrangement