Dear BioSci Faculty,

UCI expects to transition on June 8, 2020 from Phase 1 research, which has permitted only critical research activity, to Phase 2, which will include all Phase 1 activity plus research activities that pose a low risk for virus transmission. You can find a description of the phases here.

To prioritize the health and safety of all UCI faculty, staff, and students, each UCI faculty member must gain approval before phase 2 research can begin. To gain approval, the School of Biological Sciences is asking for the completion of three forms. The first two are to be completed by faculty and then uploaded to UCI Review at https://uci.infoready4.com/ for approval. The third must be completed by you and all of the researchers under your supervision, to be maintained on site in your lab or office. All three forms are attached to this email and are also available in UCI Review.

The first two forms are the Assessment, which is required by the Office of Research (OR), and the Phase 2 Research Plan, which was developed for the School of Biological Sciences in conjunction with OR. After completing these forms, please log onto UCI Review to upload them, answer a few final acknowledgement questions and then submit your research plan. Once submitted, you need not provide any additional documents to the OR. A school-wide committee will review these forms starting immediately.

The third form is the Pre-Start Checklist of COVID-19 Safety Considerations. You and all of the research personnel (i.e. lab supervisors, PIs, graduate students, postdocs, project scientists, researchers, specialists, etc.) under your supervision are required to fill out this pre-start checklist. We ask that you collect these forms from all researchers in your lab and keep them on site at UCI as proof that all BioSci research personnel have read, understand, and will comply with this guidance.

Please direct questions about the guidance, policies, and forms for the phase 2 research ramp up to your Departmental Chair or to me (bgaut@uci.edu). If you have questions about the availability of PPE or sanitizer, please contact Cynthia Zalt (czalt@uci.edu) who will be organizing efforts for the School.

If you have questions about using UCI Review or need copies of any of the forms, contact Melinda Gormley at mgormley@uci.edu or 949-824-6771.

We look forward to implementing this important transition and thank you for your efforts to safely resume more of the School’s research activities.