

## COVID-19 UBC-Farm Research Resumption Plan

### Contextual Information

UBC Farm is a research facility managed by the Faculty of Land and Food Systems, and as such, this plan is informed by the guidelines included in the [LFS Research Resumption Planning \(LFS-RRP\) document](#).

The *UBC Farm Land Committee* in coordination with the *LFS Research Resumption Committee* will guide researchers interested in continuing or initiating new research activities at UBC Farm through COVID-19 Phases 1-3:

- **Phase 0:** *Research curtailment*; VPRI Office was responsible for approving research exemptions for critical research activities on-campus (including UBC Farm).
- **Phase 1 (June 1<sup>st</sup>):** *Limited Prioritized Activity Phase*. Limited access will be provided to those that require on-campus resources for their research programs and those already provided with research curtailment exemptions. It will not be possible to honour all or most requests. Priority in this first phase will be given to existing exemptions and graduate students to complete thesis projects. Strict physical distancing measures will be undertaken within research spaces, with handwashing and PPE deployed as per provincial guidelines and recommendations. In-person group meetings, social events, and other gatherings will not be permitted. At any given time, we anticipate that per person occupancy of research spaces will be no greater than 1/3rd of normal research occupancy.
- **Phase 2 (July 1<sup>st</sup> Tentative):** *Expanded Prioritized Activity Phase*. Expanding access to a greater number of researchers would be predicated on direction and guidance from the Provincial Health Officer and will be considered only if COVID-19 spread does not occur after a sustained period in Phase I. We anticipate that during an anticipated Expanded Prioritized Activity Phase, per person occupancy of research spaces will be managed to reach approximately 2/3rd of normal occupancy. Physical distancing protocols will be maintained and handwashing and PPE guidelines will be followed. In this second phase gatherings will be permitted to the degree that Provincial guidelines are relaxed to allow these activities.
- **Phase 3 (TBA):** *Managed Activity Phase*. If COVID-19 spread is not observed on our campuses after a sustained period in the second phase, and with guidance

from the Provincial Health Officer, UBC may then consider returning research activities to normal levels.

## Protocol to request continuation or initiation of research activities

This protocol establishes the procedure to be followed by researchers interested in continuing or initiating new research activities at UBC Farm during COVID-19 Phases 1-3.

### A. Researchers with a previously VPRI approved research exemptions to do research at UBC Farm interested in any of the following

- I. continuing their research work plans exactly as approved by the VPRI office
- II. continuing their research work plans beyond the period approved by the VPRI office
- III. expanding their on-site activities beyond the ones described on their approved exemption (in terms of number of students accessing the site or new research activities)

must submit a **COVID-19 UBC-Farm Field Work Safety Plan** (see Appendix 1 for template) to the Research Manager of the Centre for Sustainable Food Systems at UBC Farm, Dr. Laura Morillas ([laura.morillas@ubc.ca](mailto:laura.morillas@ubc.ca)), as soon as possible to continue their activities at the Farm.

### B. Researchers interested in starting new research projects (without previously approved research exemptions) at UBC Farm will be required to submit a **COVID-19 UBC-Farm Field Work Safety Plan** (see Appendix 1 for template) when they submit [their land-based research proposal](#) online.

The UBC Farm Land Committee will review all submitted COVID-19 UBC-Farm Field Work Safety Plans. This Committee will evaluate your safety plan according to the guidelines included on the [LFS Research Resumption Planning \(LFS-RRP\) document](#) and the [UBC guidelines for Field Work](#). Once the UBC Farm Land Committee approves your plan, the CSFS Research Manager will sign it and forward it to the LFS Research Resumption and Planning Committee for his review and signature (Dr. David Kitts, Associate Dean of Research will sign). If approved, you will receive a final approval email with your plan signed by the LFS Dean.

Once your land-based proposal and your COVID-19 UBC-Farm Field Work Safety Plan is approved, you will be able to start or continue your research activities at the Farm. Please ensure your team follows the COVID-19 UBC Farm Research Site Access Protocol (Appendix 2) when accessing the Farm to do your approved research activities.

## Appendix 1

### COVID-19 UBC-Farm Field Work Safety Plan - Template

Use of this template: All light italicized grey font are instructional and must be removed before the final copy is approved.

This research resumption plan will provide assistance for research supervisors who wish to continue, modify, or start research activities at the UBC Farm. This plan will include a review of operational activities to ensure adequate controls are in place to prevent the infection and spread of COVID-19. Research supervisors are responsible for updating this document when government mandated requirements are changed. Plans must be developed in accordance with the [Land and Food System Research Resumption Planning Document](#), the [COVID-19 UBC Farm Research Resumption plan](#), and [UBC Guidance](#).

Name of Principal Investigator (or research supervisor): *Name and Last name*

Department/Faculty: *EOAS/Sciences (example)*

**Title of the project:**

*Please use the same title as in your Land-based proposal*

Work plan start date: *June 15, 2020 (example)*

Work plan end date: *October 30, 2020 (example)*

**Introduction:**

*In 1-2 sentences, describe the activities and purpose of the research.*

*Please, describe if the proposed research activities are relevant for the completion of any under grad/graduate students or postdoctoral fellow research plans.*

**Activities:**

*List the research activities that will take place in the UBC Farm and the personnel that will be involved (more details in Table 1).*

**Proposed activity schedule:**

*Please provide information about the frequency, days, and times for your planned activities at the Farm, as well as the maximum number of personnel expected to access the UBC Farm on a given day.*

### Personnel accessing the UBC Farm:

*Please, provide a list of all personnel associated with this project and expected to access the UBC Farm. Note, only names listed will be allowed to access the site.*

**Table 1. Research personnel accessing UBC Farm**

Name	Position (e.g., PI, undergrad or grad student, PDF, staff, or other)	Email	Area of the Farm where their work will be conducted (see Fig. 1)

### Safety plan

*Briefly describe any methods that will be used that are in accordance with guidelines set by BC CDC to prevent the spread of COVID-19 during the research activities listed above at UBC Farm.*

*Make sure you provide details on the following aspects:*

- *Will your team screen themselves for potential COVID-19 symptoms (dry cough, shortness of breath, loss of sense of smell/taste, sore throat, tiredness, fever) before beginning their work at UBC Farm?*
- *Does your project involve any activities that could be difficult to complete while consistently maintaining two-metre physical distancing? If so, how do you plan to maintain the safety of everyone involved?*
- *What cleaning and equipment sharing protocols do you have in place to minimize potential disease transmission among your team members?*
- *How do you plan to store and transport your research equipment safely in and out of the UBC Farm now that access to Farm buildings is restricted to UBC Farm staff only?*
- *What is your project continuity plan in case one or more members of your team get sick with COVID-19 like symptoms and need to self-isolate?*

### Communications Plan

*Provide a written plan to inform, implement, and communicate this safety plan and any updates of it to all students and/or staff involved in this work plan.*

I confirm that this Safety Plan has been shared and discussed with the research team involved in this project, and they feel safe adhering to this work plan. Research team members can either provide a signature or email confirmation that they have received, read, and understood the plan's content. Research supervisors are expected to keep records of those acknowledgment confirmations.

Date \_\_\_\_\_

Name (Research Supervisor) \_\_\_\_\_

Title \_\_\_\_\_

## Reference Documents:

The following guidance documents and resources on the [Safety & Risk Services \(SRS\)](#) [COVID-19 Website](#) were used in the development of this workspace plan:

*Append relevant guidance documents or resources used for your workspace plan.*

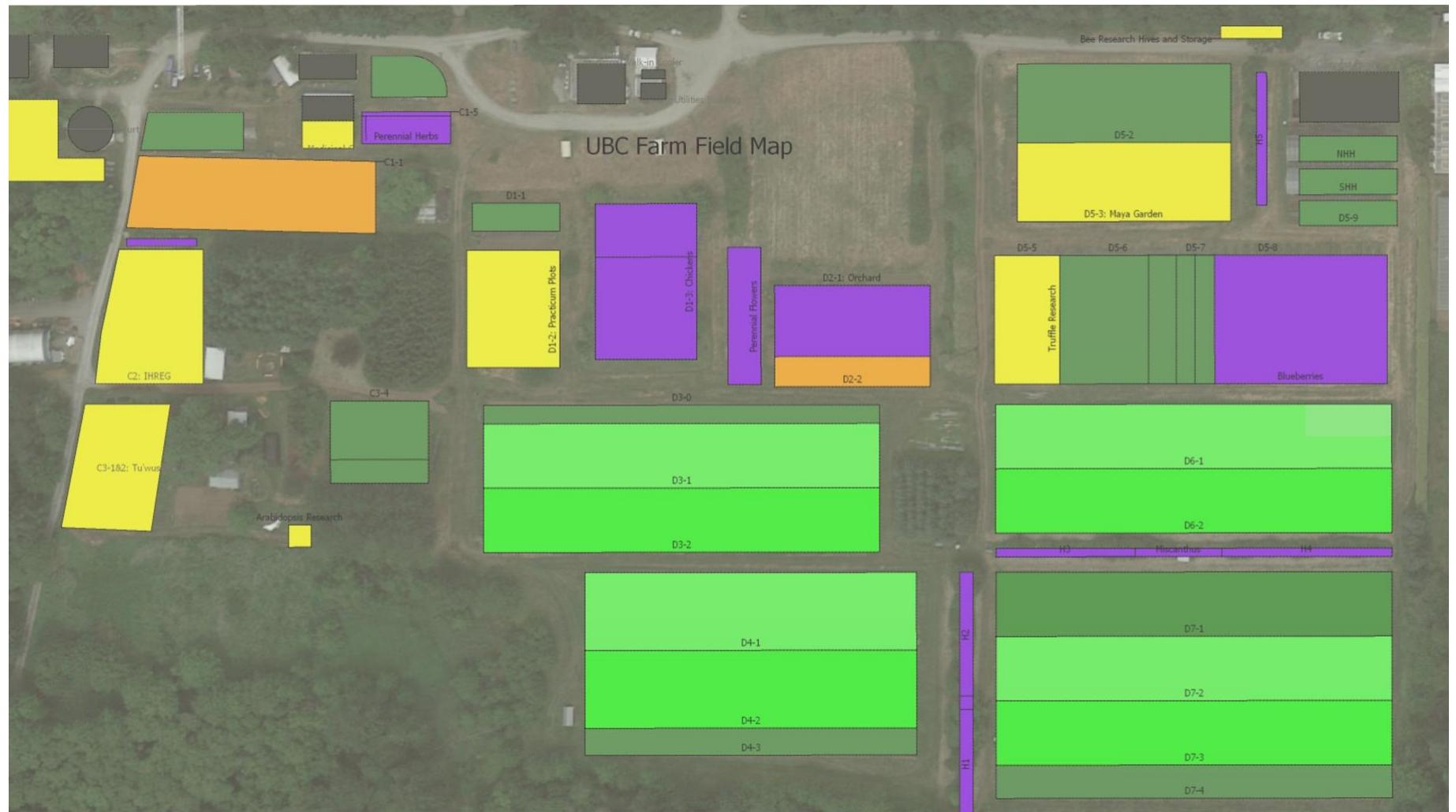
## Approvals:

UBC Farm Research Manager	LFS Associate Dean of Research	LFS Dean
Signature:  	Signature:  	Signature:  
Name: Laura Morillas	Name: David Kitts	Name: Rickey Yada
DECISION:		
DATE:		



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Figure 1. UBC Farm production field map. If your team will work in the Farm production area, use the codes in this map to help you indicate where your team will be mostly located.



## Appendix 2.

### COVID-19 UBC Farm Research Site Access Protocol

Updated on: June 15, 2020

After the end of UBC COVID-19 Phase 0 ([research curtailment](#)) each Faculty is responsible for the development of a Phase 1 Research Resumption Plan 2020. According to the COVID-19 UBC-Farm Research Resumption Plan, approved by the Faculty of Land and Food Systems in June 15, all researchers interested in continuing or initiating new research activities at UBC Farm are required to obtain an approved **COVID-19 UBC-Farm Field Work Safety Plan** to access the Farm. See more details on COVID-19 UBC-Farm Research Resumption Plan.

During COVID-19 Phases 1-3, the UBC Farm food production program will continue under a specific Health & Safety (COVID-19) Plan, but the Farm will remain closed to the general public. Only researchers listed in an approved COVID-19 UBC-Farm Field Work Safety Plan will be allowed on-site and they will be requested to adhere to their approved Field Work Safety Plan.

#### Site Access Protocol

Researchers must follow the following guidelines when accessing the UBC Farm during this unusual time.

1. Researchers **may not access any of the UBC Farm buildings** (including the Farm Centre, the Harvest Hut, and the Tool Shed) **during this time**.
2. **Physical distancing** (remain at a minimum of 6 feet/2m apart) among researchers or any other Farm staff or visitors is **mandatory at all times** at the UBC Farm.
3. Please be aware that anyone displaying any potential COVID-19 symptoms could be advised to leave the Farm.
4. If your research requires any contact with Farm crops, please first ask Farm staff ([tim.carter@ubc.ca](mailto:tim.carter@ubc.ca)) if there are any relevant food safety protocols that your team should follow.
5. For portable toilets and handwashing, see the attached map with the specific location of **three portable toilets, and five hand-washing points that researchers can use at the UBC Farm**. Soap and paper towels are available at the five locations.
6. For any site related questions or emergencies while you are on-site, please contact Tim Carter by phone (778-984-2937).
7. Researchers **working alone on-site** will follow procedures for working safely alone. This means they must inform their research supervisors, or, if they are not available, the CSFS Researcher Manager (604-612-5993) or whoever is

detailed on their Field Work Safety Plan **when they access, after two hours and at the time they leave the site.**

8. If researchers need to use any **Farm tools**, they must consult directly with the Tool Shed warden (Evan Goh – [evangoh@mail.ubc.ca](mailto:evangoh@mail.ubc.ca) – for phone number, please ask Tim Carter or Laura Morillas) for them to evaluate if there are safe ways to provide use of tools. Priority for tools will be given to the Farm Operations team. If temporary use of any tools is granted, those using the tools will adhere to the safety protocol as described by the warden.
9. **Parking within the Farm** perimeter has been made available **for authorized researchers only** (researchers listed on an approved exemption) on the south side of the road to the Botanical Garden Nursery, on the grassy buffer zone. See attached map. **You may drive on the roadways on-site to deliver equipment or materials to your specific research sites, but parked vehicles must return to the research parking designated area.** You are expected to print, fill out, and display in your car window the “Authorized research on-site” printable template provided to you while parked on the Farm designated research parking area. This will make it possible for Farm staff to contact you if they need to ask you to move your vehicle in case of an emergency. A maximum of two vehicles per project group will be permitted on-site at any given time.
10. For emergency evacuation, the UBC Farm’s muster point is located inside the main gate and indicated with a large sign. Note that physical distancing will not be required during an emergency evacuation.

For any further questions about site access for research, contact [laura.morillas@ubc.ca](mailto:laura.morillas@ubc.ca).



# UBC FARM

Centre for Sustainable Food Systems

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THE UNIVERSITY OF BRITISH COLUMBIA  
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