

NJIT Pandemic Recovery Plan

Research Continuity: Phased Recovery Operations

NJIT faculty, staff, and students at research facilities must follow the specific social distancing and safety protocols including the use of personnel protective equipment (PPE) as required by the institutional, state and federal guidelines in the respective phase of the research continuity plan. State and national information regarding current conditions can be found at:

- New Jersey's COVID-19 information hub: <https://covid19.nj.gov/index.html>
- White House Plan for Opening up America Again: <https://www.whitehouse.gov/wp-content/uploads/2020/04/Guidelines-for-Opening-Up-America-Again.pdf>

The following guidelines should be adapted with each respective phase for the recovery of research operations.

Recovery Phase 0: All non-essential research operations halted. Essential research operations follow strictest social distancing and safety protocols with only essential staff.

- Safety within laboratories must be rigorously maintained with adequate access to PPE and other safety related supplies. Labs will not be authorized for access unless adequate safety supplies are identified as being available. PIs must identify by name the people that will be considered essential personnel (including replacements/backups). During this time all essential research operations (ERO) must be approved by chair, dean, and the senior vice provost for research through the emergency research continuity plan process currently in place.
- Research involving human subjects that requires face-to-face interaction with human subjects is halted.
- Research that can be conducted remotely should be continued to the extent possible.

Recovery Phase 1: Minimal research operations approved through chairs, deans and senior vice provost for research to pursue time-sensitive priority research such as projects related to COVID-19 response; approved Essential Research Operation (ERO) plans in Phase-0; long-term research experiments with cell-lines, animals, and human subjects that were already underway before Phase-0; grants and contracts expiring within six months; submission of proposals in response to special solicitations (Requests for Proposals); and projects involving students with graduation requirements.

- Requests for projects considered time-sensitive should be directed to departmental chairs. The dean and senior vice provost for research will provide guidance as needed.
- All research operations at NJIT facilities in this phase must follow the highest possible level of social distancing implemented.
- Research that can be conducted remotely should be continued to the extent possible.

Recovery Phase 2: Most research operations, whether sponsored through external grants and contracts or internally funded, may be restarted through the approval of department chairs using

significant social distancing and safety protocols with restrictions on the number of researchers and staff present in laboratories at one time.

- The Phase 2 restart may require developing flexible work schedules, planning for supply chain issues, and preparing core and fabrication facilities in advance of need. To ensure social distancing requirements and to reduce density of research personnel in university research spaces, the lab directors should consider permitting flexible lab access schedules, work shifts or staggered workdays, and extended facilities support to enable more round-the-clock operation of research facilities. Under no circumstances should safety be sacrificed due to lack of adequate supplies, type, and quality of PPE.
- Research that can be conducted completely remotely or in addition to the on-campus operations should continue to be conducted in that manner.

Recovery Phase 3: Most research operations on funded and unfunded projects along with research required for future proposal submissions are restored with minimal social distancing and personnel safety protocols.

- Group meetings and research presentations with faculty, staff and students should be restricted and kept to a minimal size protecting any vulnerable participants. If possible, these meetings should continue to be held online until we reach a state of full recovery.
- Other laboratory safety protocols must be strictly followed.
- Research that can be conducted completely remotely or in addition to the on-campus operations should continue to be conducted in that manner.

Full Recovery: All research operations are restored fully with no specific social distancing requirements. However, all laboratory and personnel safety protocols must be strictly followed.

This document refers to research conducted on the NJIT campus in Newark, NJ, including the physical campus and activities that have direct contact with individuals (human subjects) anywhere. Satellite locations, such as the Big Bear Solar Observatory in California, must follow a similar phased approach informed by local conditions.