

RESEARCH SAFETY PROTOCOL REQUIREMENTS DURING STANFORD STAGE 2 COVID-19 RESTRICTIONS

February 1, 2021

The purpose of these requirements is to ensure to the best of our knowledge the safety and health of the individuals conducting university-approved research at Jasper Ridge Biological Preserve.

During Stage 2, research at Jasper Ridge has been limited to activities that are necessary for maintaining essential research that is already in place and/or time-sensitive collecting, monitoring, or recording of data for existing studies. As of February 1, Jasper Ridge will start reviewing proposals for new research, but capacity to initiate new projects during phase 2 is limited, and COVID-related restrictions may limit what we can consider. Research activity at Jasper Ridge still requires strict COVID-19 prevention measures.

To receive permission to enter Jasper Ridge, researchers must obtain approval through the procedure below, and adhere to the protocols listed below. These requirements are in effect until further notice.

A. Requesting entry to Jasper Ridge Biological Preserve to conduct essential research

Summary of application process

Start early and plan ahead. All researchers will need a COVID test on the day they enter Jasper Ridge, or during the week they enter Jasper Ridge if they will enter on multiple days during a given week (as per [Stanford requirements](#)). As of February 1, 2021, a 10-day local quarantine is required of any researcher who travels to Jasper Ridge from >150 miles away. Individuals who quarantine are required to have a COVID-19 test on Day 6 or later of their quarantine. Some testing options are listed at <https://stanfordhealthcare.org/discover/covid-19-resource-center/testing.html> and <https://www.sccgov.org/sites/covid19/Pages/covid19-testing.aspx>.

1. To allow enough time for review, you should submit your research application at least 14 days ahead of your proposed entry. Review the principles, policies, and process outlined on the [Stanford Research Recovery website](#). Requirements are adjusted as conditions change, so it's wise to check for [updates](#) to Stanford's COVID-19 policies.
2. Review the [Field Research Approval Process](#) to determine what documents will be required.
3. Prepare your written research plan, your COVID-19 prevention plan, and your field safety plan (see "**Details for research plan...**" next page), consulting with Staff Scientist Nona Chiariello.
4. Submit your request via the online [Field Research application](#). Your application will be reviewed by Jasper Ridge Executive Director Tony Barnosky, by appropriate committees (Research, Travel), and by the appropriate Department Chair/Dean's Office. *Note, only Stanford personnel can submit applications, so a Stanford sponsor may need to submit for you.*
5. You will be notified of the review decision. If entry cannot be approved, you may be advised to consult with Jasper Ridge staff on whether someone onsite can carry out your proposed activity.

6. Once you receive approval via the review process above, provide a copy of the approval to Nona Chiariello, who will work with you to arrange access and determine specific dates and arrival/departure times with you to ensure density limits are maintained. This access plan must not be altered without approval from Nona Chiariello or Tony Barnosky.

Details for research plan, COVID-19 prevention plan, field safety plan

Your written research plan should provide:

- a description of the work to be done
- the time window in which the work has to take place
- location of any fieldwork (trail numbers and roads)
- who will be involved
- whether the research involves one trip or several
- explanation of why the work is essential
- justification of why this research needs to be done in Stage 2, rather than waiting. For example, would the research be irreparably compromised if it could not be carried out now, or is there an obligation to a sponsoring agency to carry out the research now?

Your written COVID-19 prevention plan should provide information on travel to Jasper Ridge, travel within Jasper Ridge, hygiene practices, health checks, when you will get a COVID-19 test, whether and how the Sun Field Station will be accessed. It should provide:

- details on how you will comply with [Stanford's COVID-19 prevention best practices](#)
- details on how you will comply with Jasper Ridge requirements (section B below)

Your field safety plan should explain how you will minimize safety risks in the field and get help in the field if needed (see section B below).

B. JASPER RIDGE PROTOCOLS DURING COVID-19 STAGE 2 RESTRICTIONS

General

- All personnel working on site must follow the guidelines set forth in the “Field Research: COVID-19 Prevention Best Practices” section of [Stanford Research Recovery](#), which includes best practices for hygiene, face coverings, vehicle use, equipment sharing, etc. Guidelines specific to JRBP are delineated below. Where the two disagree, follow the stricter of the two. Current guidelines require that any researcher who enters Jasper Ridge must obtain a COVID-19 test on the day of entry, or once a week if field research will span multiple days per week, or on day 6 or later of a quarantine.
- As always, all researchers at Jasper Ridge must familiarize themselves with the health and safety risks, preventive measures, policies, and reporting requirements described at <https://jrpb.stanford.edu/content/health-safety-information>. All researchers should know the location of first-aid supplies (e.g., bandages, antibiotic ointment) needed for minor injuries.

Communication with staff

- Researchers will be assigned a staff member whom they must text or call when they arrive at Jasper Ridge and when they exit. This is to ensure that 1) Jasper Ridge staff know when researchers are in the preserve, 2) that the researcher and the staff have tested and established

contact, and 3) that staff know when researchers have safely left the preserve. Researchers must have their cell phone accessible and turned on at all times when they are in the preserve.

- Staff phone numbers can be found on the emergency card all visitors should have with them.

Building Access

- For now, entry into Sun Field Station is limited to JRBP-designated essential personnel and specifically approved lab work by Stanford affiliates. If you are granted access to perform essential work inside Sun Field Station (e.g., essential work that can be done nowhere else), the following protocols apply.
- Each individual must at all times maintain a minimum of 6-feet of clearance on all sides from others.
- No more than one person can occupy a small space/room at any time.
- Do not use the kitchen for storing, preparing, or eating food.
- Eating is allowed outside only, maintaining social distancing protocols. Picnic tables cannot be used until further notice.
- Personnel must wear a face covering in Sun Field Station.
- Personnel must wash hands thoroughly with soap and water or hand sanitizer before touching door handles or entering the building. A sink is located outside on the loading dock.
- Personnel must wipe down commonly touched surfaces (e.g., controls on the plotter, door and drawer handles, bathroom surfaces) before and after use with approved disinfectants such as ethanol or isopropyl alcohol. The wipe-down solution and paper towels are provided in convenient areas.

Vehicle Use

- Until further notice, Jasper Ridge vehicles are not available for use except by Jasper Ridge staff unless specifically justified within the written field plan, and approved.
- Researchers who are permitted to use an electric or other Jasper Ridge vehicle must wear a face covering and must wipe down the steering wheel, charging cord, switches and any other commonly touched surfaces frequently. Cleaning supplies and clean disposable gloves are located by the EV keys and also in each Jasper Ridge gasoline-powered vehicle.

Fieldwork

- All personnel conducting fieldwork on site must follow the guidelines set forth in the “Field Research: COVID-19 Prevention Best Practices” section of [Stanford Research Recovery](#), which includes best practices for hygiene, face coverings, vehicle use, equipment sharing, etc.
- Field parties must have two people for safety, but if more people are needed, crews should be kept to the minimum number of people required to safely accomplish the work. If a field partner is not available, researchers may request to have a “remote buddy.”
- Personnel must contact operations manager Steve Gomez at 408-859-4353 if they observe trail problems, trespass, vandalism, or other unusual circumstances.

Restrooms

- Restrooms are located only outside the main entrance to Sun Field Station. Currently, traffic-control signage just outside the restrooms is being using to limit them to one person at a time. If the restroom sign indicates it is “free,” rotate the sign to “occupied” and then go in; rotate it back after you leave. All personnel should wear a face covering when using the restrooms, wash hands

thoroughly both upon entry and upon leaving, and wipe down all door, faucet, and toilet handles and any other surfaces they touch. Paper towels and sanitizer are located in each restroom.

Health and Accessibility

- Only [healthy individuals](#) can be on-site at JRBP. The [Symptom Check for working on campus](#) also applies to field research.
- In case of minor injury or event
 - Obtain necessary first-aid supplies from cabinets located near the west wall of the kitchen area, or in the bin near the restrooms outside.
 - For onsite support for any reason, contact operations manager Steve Gomez at 408-859-4353 or Nona Chiariello at 650-224-3778.
- Researchers must carry a cell phone for use in an emergency. If necessary, a landline is available in the lab area within Sun Field Station; if used, it should be wiped down after use.
 - call 911, and use the trail map and/or the emergency information card to direct emergency responders to the location.
 - In case of a damage-causing earthquake, go to the visitors' parking lot if you are able, and check in by phone with Steve Gomez or Nona Chiariello, leaving a message if necessary to let them know your location or that you are safely leaving JRBP. If you need follow-up, contact Steve Gomez or another staff member.

Acknowledgement of Following Protocols

- I have read and understand the above requirements for research safety at Jasper Ridge.
- I have read and understand the "Field Research: COVID-19 Prevention Best Practices" section of [Stanford Research Recovery](#).
- I agree to conform to these requirements for the entire time they are in effect.
- I have taken Stanford University's COVID-19 "back to work" hygiene best practices training module found at <https://ehs.stanford.edu/training/ehs-2470-covid-19-hygiene-best-practices>.
- I will not access Jasper Ridge until I have completed all required approvals and received notification from JRBP confirming my access plan.
- I understand that camera systems in operation in Jasper Ridge buildings and in the field may be modified or expanded to help monitor physical distancing and help keep everyone safe.
- I agree to comply with Stanford University's [policy](#) of mandatory self-reporting of illness or positive test results for COVID-19, and will seek guidance from Tony Barnosky or a staff member he designates if I need help complying.

Signature and date:

N.B. These requirements are subject to change as University requirements evolve.