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

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.

Research activities that will be considered are those required for critical maintenance of research equipment already in place and/or time-sensitive collecting, monitoring, or recording of data for existing experiments or projects. No new experiments, procedures or equipment may be approved during Stage 2. Until further notice, only requests made by Stanford researchers will be considered, and no access will be allowed in cases that would compromise social distancing in any way, for example, visits by people who would be traveling to Jasper Ridge from outside the area.

To receive permission to attend to essential research on-site at Jasper Ridge, researchers must obtain the approvals (steps 1-3 below) and adhere to all protocols listed below. These requirements are in effect until further notice.

**Requesting entry to Jasper Ridge Biological Preserve to conduct essential research**

Follow the protocols at the Stanford Research Recovery website, which includes sections on “Field Research: COVID-19 Prevention Best Practices” and “Stage 2 for Laboratory Research” referred to below. Key points for Jasper Ridge include the following procedure.

1. Please submit to Kristi Geerke: A brief summary of the research that includes
   a. A written field plan that specifies how the field work will adhere to the Stanford University “Field Research: COVID-19 Prevention Best Practices.” Include dates, activities, locations, modes of travel to the field site, as well as any local transportation at the site, and potential contact with collaborators or members of the public. Please be clear whether the research involves one trip or several.
   b. 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? Stage 2 research is described under “Stage 2 for Laboratory Research” at the Research Recovery website.

2. A research plan that has been reviewed by Jasper Ridge Executive Director Tony Barnosky and Staff Scientist Nona Chiariello. The plan should include:
   - 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. For field work at least two people are required. Crews must be the minimum number of people required to accomplish the work. Anyone not a Stanford affiliate must sign the JRBP waiver.

Requests for building access must include a plan for how you will adhere to the Jasper Ridge Protocols noted below.

3. **Review Process:** Once you submit your materials to Kristi Geerke, they will be routed to Tony Barnosky and Nona Chiariello, and as necessary to the Stanford “Return To Field Research” Committee. You will be notified of any suggestions and/or approvals.

4. 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. She will review your field plan (from parts #1 and #2) 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.

---

**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.
- 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://jrbp.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.

**Building Access**

- For now, entry into Sun Field Station is limited to JRBP-designated essential personnel. 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 only outside, maintaining social distancing protocols. Picnic tables cannot be used until further notice.
- Personnel must wear a face covering in Sun Field Station.
- Personnel will 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 will wipe down commonly touched surfaces before and after use with approved disinfectants such as ethanol or isopropyl alcohol (e.g., controls on the plotter, door and drawer handles, bathroom surfaces). The wipe-down solution and paper towels will be 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.
- If permitted to use an electric or other Jasper Ridge vehicle, personnel 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 additional people required to safely accomplish the work.
- Personnel must sign in and sign out on the white board located near the restrooms. Indicate your safe return but do not erase the white board when you leave. The purpose of this is so that at the end of the day we know that people completed their fieldwork safely and have left the preserve. Wipe down markers, erasers, etc. before and after use.
- Personnel must carry a cell phone and the JRBP card with emergency numbers.
- Personnel must contact resident ranger Brooke Fabricant at 650-224-3780 if they observe trail problems, trespass, vandalism, or other unusual circumstances.

Restrooms

- Restrooms are located only outside the main entrance to Sun Field Station. 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.
- All researchers should carry the JRBP emergency information card with them.
- 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 ranger Brooke Fabricant at 650-224-3780.
- 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 Jasper Ridge resident ranger Brooke Fabricant, leaving a message if necessary to let him know your location or that you are safely leaving JRBP. If you need followup, 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 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.

Signature and date:

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