COVID-19 PROCEDURES FOR LODS – 2021
Version 1 – 2021-04-29

1. A common effort is required to keep everyone safe.

2. All users of Lods should refrain from close contact with the two technicians, Marc Samoisette and Serge Lussier. Protecting their health is of primary importance – if they become sick, your research will be delayed and seriously compromised. Follow these guidelines:
   a. McGill approved procedural masks must be worn indoors at all times
      i. These masks should be provided by your advisor/professor/department
      ii. If indoors at Lods more than 4 hours, you will need a second mask
   b. As much as possible, communicate by phone
      i. Marc:  514-916-7335 (call and text)
      ii. Serge:  514-457-0214 (text only)
   c. If working outdoors with a technician and you find yourself within speaking range, put on your procedural mask and maintain a physical distance of at least 2 meters.
      i. If for unavoidable reasons the 2-meter distance cannot be maintained, individuals must wear McGill approved procedural masks. Such proximity must not extend more than a couple of minutes.

3. All McGill University directives regarding Covid-19 practices must be followed, including the daily health check on Minerva before arrival. As procedures may change, researchers must ensure they are up to date.

4. All users must limit the time spent at Lods to the minimum. This means that users should only perform high priority and necessary tasks and refrain from doing any optional tasks (nice-to-do/have). The users must leave the Lods as soon as the tasks have been completed. Research teams must limit their numbers to the minimum possible, even outdoors – we are still in the height of the Covid-19 pandemic!

5. All users must enter and leave through the main (south) door, must sanitize their hands and sign-in upon arrival and sign out upon departure using the logbook at the main door. Users must use their own pen to do so or wipe off the pen after use. This serves to facilitate tracking individuals at risk of exposure in the case that one of the users is diagnosed with Covid-19.

6. Sanitizer stations, spray bottles and paper towels will be stationed at key areas – use these to sanitize your hands frequently, and to wipe down all tools, equipment and work surfaces before and after use.
7. Where possible, research teams should schedule regular working hours (either a.m. or p.m.) to avoid cross contamination between teams.
   a. There will be a Research Lead Person coordinating schedules and overseeing compliance in conjunction with representatives from each research team.
   b. A Zoom meeting will be held at the beginning of the season with a representative of each research team and Farm staff to coordinate work priorities and schedules. Coordination will then continue directly with the Chief Agronomy Technician at Lods, Marc Samoisette.

8. Use of kitchen and washrooms:
   a. The kitchen will be used for hand washing purposes only, with just one person at a time allowed in this area.
      i. It is strictly forbidden to use the kitchen for eating, storing food in the refrigerator or using the microwave oven. If a full day of work is unavoidable, bring lunches that do not require heating and store them in a personal cooler.
   b. Washrooms are the areas prone to spreading the virus, so the following procedures must be strictly followed:
      i. Wash hands with soap and water for a minimum of 20 seconds before and after using washroom.
      ii. Sanitize all areas of contact before and after use with sanitizer spray bottle and paper towels provided – door handle, toilet flush handle and seat, sink taps – BE CLEAN, BE TIDY, DO NOT LEAVE A MESS.

9. Use of the pick-up truck will be limited to projects at a great distance from the Lods buildings.
   a. Any use of the pick-up must be approved by Marc Samoisette.
   b. All contact surfaces such as door handles, steering wheel, control buttons etc. must be sanitized before and after use using spray bottle and paper towels provided.
   c. Wear a mask while in the truck to prevent the spread of droplets from your breath. This must be done even if you are alone in the truck.
   d. A limit of two people at a time in the truck – masks must be worn!
   e. No riders in the bed of the pick-up – ever!!

10. Tractors and other motorized equipment will be operated by Farm staff only. Operation by anyone else must first be authorized by Farm staff.

11. Use of the dryers will be coordinated by the appropriate research teams.
   a. Limit the use to only the time needed – 3 days maximum/occasion.
   b. Use bags that permit the greatest flow of air possible to reduce dryer time.
   c. Check your samples regularly – remove when dry and notify next user.
   d. Sanitize door handles, equipment used and work surfaces before and after use.
12. Animals can be vector of COVID-19. **Please refrain from petting the cat.**

13. Please report any issues or concerns to your supervisor. If you wish to discuss a sensitive topic, please contact either of the following individuals:
   a. Mohammed Antar: mohammed.antar@mail.mcgill.ca
   b. Martina Strömvik, Chair of Department of Plant Science: martina.stromvik@mcgill.ca

Finally, a friendly reminder – use of the Lods Agronomy Research Center is a privilege granted to all of us by the Dean and McGill University administration. It is important that we respect and take care of each other by following all McGill guidelines and regulations, and the procedures specific to Lods as outlined above. Failure to do so could lead to your removal from Lods, and in severe cases, having the permission to conduct your research trial revoked.

Thank you for your diligence and cooperation in following these procedures. We are all looking forward to a safe, productive and successful research season!

Salwa Karboune, Associate Dean (Research), Macdonald Campus
Paul Meldrum, General Manager, Macdonald Campus Farm

I have read the above procedure and commit to complying with the implemented measures. I understand that permission to enter the **Lods Agronomy Research Center** will only be granted after this form is read, signed and emailed back to **research.macdonald@mcgill.ca**, with Cc **paul.meldrum@mcgill.ca** with and **marc.samoisette@mcgill.ca**.

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Signature

________________________________
Name

________________________________
Supervisor’s name

________________________________
Date