

## COVID-19 STANDARD OPERATING PROCEDURES

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*I am a professor doing teaching and research. I am addressing both the students in my courses and in my research. Each course also has a grader/teaching fellow. The courses will be online. There will be two-way communications using Zoom and email through Canvas. In addition, I expect to have direct interactions with one to three students at a time. For the research, which involves the Rayleigh Scatter Lidar in the Lidar Observatory in the SER building and the analysis of its data, I currently have one graduate student and may have one or more undergraduate students. Many of the interactions will be through Zoom, phone, or email.*

### SPACE AND EQUIPMENT SAFETY

1. **DISTANCING:** I plan to continue to work from home and from my office. Lectures will be given from one or two lecture rooms. Many of the one-on-one interactions will be by Zoom, phone, or email. I can have face-to-face meetings with one person in my office, SER 218, where there is sufficient room to maintain 6-foot distancing. For a larger number of people, I would use SER 244. For a few lidar people discussing data reduction and analysis I would use either SER 227, which is much larger than my office, or SER 244, which is even larger. If we need to examine the laser equipment in SER 315 or the telescope on the roof, there is sufficient room in each of those locations for several people to maintain 6-foot distancing. (Let me emphasize that the Rayleigh and Sodium lidar systems are in separate rooms within SER 315 and the telescopes are in a huge room one floor above, on the roof.)
2. **EQUIPMENT:** For computer equipment and any other equipment and surfaces likely to be in contact with people or their breadth, they will be sanitized with UV-C light and/or by hand sanitizer. In keeping with President Cockett's message of two days ago, "everyone must wear a mask in all university facilities when it is difficult to physically distance from others." This minimizes person-to-person contact and contaminating equipment and surfaces.

## **PERSONAL HYGIENE AND PPE**

1. In addition to following standard good hygiene practices as outlined by the CDC (frequent handwashing, sanitizing surfaces, social distancing, and wearing masks when in public), hand sanitizer will be provided.

## **TIME MANAGEMENT**

1. Every effort will be made to schedule any visits to the Rayleigh Scatter lidar equipment and facilities to times when the sodium lidar is not in use. This minimizes contact with other people.

## **WORKER HEALTH**

1. I will make a point of frequently reminding my students and research advisees about following best practices of hygiene and prevention. And, if they have COVID-19 symptoms to stay home and to visit a doctor.