

ATTENTION ALL STUDENTS

Before starting to work in the lab, you must inform yourself with the latest measures regarding COVID-19 in the department and our laboratory:

<https://www.mcgill.ca/chemistry/covid19>

<http://cjlimgill.ca/covid19>

General rules:

- 1) Presence in the laboratory must be focused on labwork (i.e. setting reactions and running analyses). Any other desk work or activities such as eating can be and should be performed outside or at home
- 2) Thorough hygiene should be maintained always (wash your hands, no spitting, cover your sneeze or cough)
- 3) In case of ANY symptoms (even those not related to COVID-19), **STAY HOME** until you receive further instructions from Prof. Li

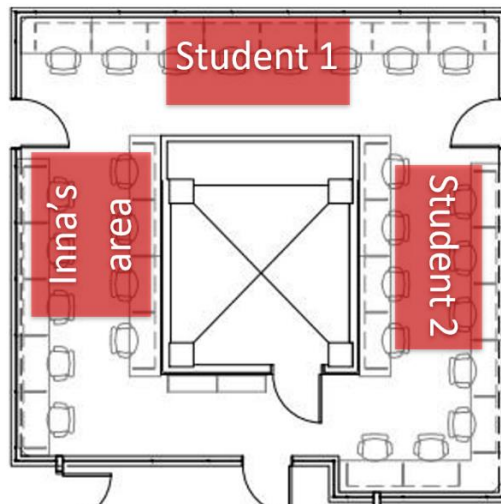
Working in the lab

1. Everyone must wear lab coat, safety glasses, gloves, and a face mask **at all times**.
2. Stay **at least 2 meters away** from everyone. A maximum of **2 people** will be allowed inside the **instrument room**, and a maximum of **1 person** will be allowed inside the **inventory room** or the **cold room** at any given time
3. The maximum amount of people working inside the lab will be determined by Prof. Li
4. **Wash your hands** when coming in and out of the lab.
5. Change your gloves often - no gloves allowed in the office area.

6. Disinfect all common areas after use with 70% ethanol spray. This includes areas such as GC/MS, Biotage, rotavaps, solvent purification system, balances, glovebox, etc.

Office space

- 1) If you need to work with your computer, bring it to your bench
- 2) Enter the office through opposite doors to avoid contact with other members
- 3) **Allowed activities** inside the office include, but are not limited to: store personal items (i.e. leave your bag), print, use the fridge/microwave, use the office phone, and review information for shorts periods of time.
- 4) Activities that are **not allowed inside the office** include, but are not limited to: Eating, resting, napping, working for prolonged periods of time (i.e. more than 20-30 min).
- 5) No more than **3 people** can be present inside the office. The west aisle of the office is reserved for Inna's work. In case that two people need to be inside the office at the same time, please refer to the distribution in the following scheme to minimize contact:



6) Disinfect all touched surfaces by wiping with 70% ethanol spray after each use. Disinfect desk with ethanol by the end of your shift.

Please report any concerns or questions to Prof. Li or Inna