

MEMORANDUM

TO: Deans and Associate Deans Research

FROM: Dr. Alice B. Aiken, Vice-President Research and Innovation

DATE: Monday 17 August 2020

RE: Return to Research – moving to Phase II

Please communicate the following information to all Principal Investigators (PIs) in your Faculty.

During the early stages of the pandemic, the majority of our faculty were required to pause their programs of research. In Phase I, we reopened many of our research labs. Now, as we move to enter Phase II, we will begin considering **new requests** from researchers who have yet to open their research labs and spaces, recognizing the importance of faculty being able to continue this important work. As in Phase I, researchers seeking to reopen their labs in the coming weeks and months must follow the **three-step process** outlined in my [Memorandum to PIs](#) issued on 22 May 2020, in order to request permission to return to research. PIs following this process must:

1. Undertake a full **Research Safety Assessment** (RSA) of their labs and other research spaces they wish to reopen;
2. Record results from the RSA on the **Safety Plan** form, and have the plan approved by their Department Safety Committee or Chair; and
3. Submit an **Application to Resume Research Activities** (including the approved Safety Plan) through the ROMEO Researcher Portal, for review and approval by their Dean. Deans will then bring these applications forward to the Return to Campus (RTC) central committee for final approval, before more labs or personnel can return to campus.

We will also be offering those PIs who were granted permission to resume research activities during Phase I, in early July, the opportunity to **modify their current plans** to accommodate changes in research personnel or priorities to align with the Fall academic term. Those PIs are asked to liaise with their Deans and/or Associate Deans Research regarding the process to request modifications to their previously-approved plans. In requesting modifications, PIs should give careful thought to factors such as (but not limited to) the following:

- the type of modification proposed, e.g. personnel, space(s), equipment;
- whether the proposed modifications impact the current approved Safety Plan; if so, a new RSA should be undertaken and a revised Safety Plan submitted for review and approval;
- whether the proposed modifications will require new/amended certifications (e.g. human or animal ethics, biohazards, etc).

PIs are asked to direct any questions regarding the Return to Research, and the associated process for this, to their Associate Deans Research. We thank our entire research community for continuing to work to the best of its abilities during these challenging times, as we navigate Dalhousie's Return to Research in a safe and controlled manner.