

 Environmental Health and Safety	Effective Date: 02/01/2021	Procedure Number: EHS_SOP342
	Revision: 0	Page 1 of 2
	Approved by EHS Director Date:	
TITLE: Request for Exception to COVID-19 Campus Policy EP-20 1.5		

1. APPLICABILITY

This policy applies to all students, faculty, staff, visiting scholars, and registered volunteers who intent to conduct research or research-associated activities at the University of Central Florida (UCF).

2. PROCEDURE

Per UCF COVID 19 Campus Policy (EP-20 1.5), exceptions from the requirement for physical distancing measures in the workplace or educational space (such as for research labs with a hands-on training environment and/or equipment operation where more than one person is required) must be submitted to Environmental Health and Safety for review and approval.

Request for an exception to the physical distancing requirement must meet one of the following criteria:

1. Training of student or staff in the operation of essential equipment where by either the number of personnel in the space or the distance separation requirement of the UCF COVID-19 Campus Policy **cannot** be maintained.
2. Operation of essential equipment that requires more than a single operator where by either the number of personnel in the space or the distance separation requirement of the UCF COVID-19 Campus Policy **cannot** be maintained.

In addition to the criteria above the following conditions must be met:

1. A maximum of one (1) exception per individual per day is allowed.
2. The exception is limited to the interaction of two (2) individuals.
3. Both individuals will utilize enhanced personal protective equipment (PPE) during the exception consisting of:
 - a. A lab coat (disposable or washable)
 - b. A surgical grade facemask*
 - c. A full coverage face shield**
4. The above enhanced PPE is in addition to standard COVID-19 Campus Policy practices of frequent hand washing, disinfecting surfaces, and the use of the COVID Self-Checker.

- During the equipment training or operation exception period, if a physical distance of six (6) feet is possible at any time during this period, this distance should be observed.

*Surgical grade facemask - 3-ply, with a melt-blown polypropylene filtration layer, Meets ASTM Level 1, FDA 510k Cleared Class II Medical Device.

** Full coverage face shield – polyester, polyethylene, or polycarbonate re-usable or disposable face shields.

Request for exceptions from the requirement for physical distancing measures in the workplace or educational space must be submitted to Environmental Health and Safety for review and approval by completing the [Request for Exception to COVID-19 Campus Policy EP-20 1.5 Form](#). The form is posted on the Environmental Health & Safety [website](#). Email completed form to EHSResponseToCOVID19@ucf.edu.

3. REFERENCES

- [Emergency COVID Return Policy EP-20-1.5](#)
- [Request for Exception to COVID-19 Campus Policy EP-20 1.5 Form](#)

4. CONTACT

- EHS Biosafety Officer, 407-823-1526

5. DISTRIBUTION

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6. REVIEW

	Name	Signature	Date
Biosafety Officer	Don Sibley		

7. DOCUMENT HISTORY

Date	Revision number	Author	Modifications
1/21	0	Don Sibley	