FIELD WORK DECISION TREE DURING THE PANDEMIC

Field work must be approved by your Dean or Executive Director and the Vice-President Research using the approval form. The decision tree below will determine whether you may be eligible to seek approval. The expectations outlined on the next page will assist you in completing the form and your field work plan.

If you are experiencing symptoms of COVID-19, have returned from out-of-country travel within the last 14 days, or been in contact with someone who has tested positive, you must self-isolate and delay any field work.

In both your workplace and home, you are with only a few safe people or you can maintain physical distance

- There are no restrictions on visitors to your field location

- In either your workplace or home, you are around many people and cannot maintain physical distance

  Sorry, do not go at this time

How are you planning to travel?

By car, truck, van or other personal mode

- Alone or with a team, each using a separate vehicle

- With two people per vehicle

  This will rarely be allowed (see the next page for expectations)

  - To a place where you will not interact with local people

  - To a place where you will interact with local people

  Sorry, do not go at this time

By plane or public transit

- In a group

  Sorry, do not go at this time

Please complete the required form and forward it to your Dean or Executive Director (see next page for expectations for field work during the pandemic)
USASK EXPECTATIONS FOR FIELD WORK DURING THE PANDEMIC

Updated April 7, 2020. The most recent version will always be posted on the USask COVID updates page. Please confirm this is the latest.

- Given the extent of the COVID-19 pandemic, we are limiting the amount of research activity that cannot be undertaken from home. If your field work must proceed, you will need to use the approval form to describe:
  - Why the activity must proceed (i.e., the consequences of suspending, delaying or modifying the work); and
  - Your health and safety plan for all research personnel (taking into account the expectations outlined below).

- The research team should be limited to the absolute minimum number of people required to perform the duties. Participation must also be entirely voluntary.

- Whenever possible, all research team members should self-isolate for 14 days prior to commencing field work.

- All research team members must:
  - Strictly follow all provincial health directives;
  - Practice appropriate physical distancing (at least two meters between individuals);
  - Regularly wash their hands with soap and water or using an alcohol-based hand sanitizer;
  - Avoid touching their eyes, nose and mouth with unwashed hands; and
  - Regularly monitor for COVID-19 symptoms (e.g., fever, cough, sore throat, shortness of breath).

- If any research team member experiences symptoms, they should immediately refrain from field work, self-isolate, and use the Government of Saskatchewan's self-assessment tool to determine whether they should be tested. Because all research team members are expected to strictly adhere to distancing and cleaning requirements at all times, other team members should be able to continue field work.

- We expect research team members to travel individually in vehicles. In extremely rare situations where vehicles must be shared, and only when the Dean or Executive Director and Vice-President Research approve, one driver and one passenger may be allowed; in such cases, both occupants must have self-isolated for 14 days prior to the trip, the passenger must be seated as far from the driver as possible, both occupants must wear non-medical masks for the duration of the trip, rigorous cleaning protocols must be undertaken, along with any other measures deemed necessary by university administration.

- Any meals must allow for appropriate distancing and avoid sharing of any utensils (i.e., buffet tongs or spoons).

- Where overnight stays are required, all research team members must have individual accommodations.

- Research team members must have appropriate supplies to thoroughly and regularly clean vehicle surfaces and equipment, including before any use by other team members.

- While in the field, the research team must have access to essential services, including grocery stores and gas stations. In keeping with guidance from provincial health authorities, only one research team member should be tasked with accessing these services and should do so with limited frequency.

- All research team members must also know how to access the nearest hospitals and emergency medical services should they be required.

- While in the field, the research team must be able to monitor, on a daily basis, any new directives from public health authorities or university administration, or they must be able to keep in daily contact with someone that can provide any such updates.

- You must have a contingency plan in place in the event you and/or your research team cannot continue the work (e.g., due to illness, new government restrictions, new university directives, or other factors beyond your control). Where research involves animals, your contingency plan must address animal welfare and ethics concerns.