



## Faculty of Applied Science PPC Building (Common Areas) Safety Plan

This Building Safety Plan is developed by PPC Local Safety Teams, and approved by PPC Directors. This plan will include a review of common areas to ensure effective controls are in place to prevent the spread of COVID-19. This document must reflect current government guidance and notices which can be found, along with information about UBC's response to the pandemic at. <https://covid19.ubc.ca/>.

Name of Building      Pulp and Paper Center  
Address of Building    2385 East Mall, Vancouver, BC V6T 1Z4

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### Introduction

PPC is a research building shared by PIs of various research themes. Research staff, grad students and work students not only share labs space and equipment but also lunch room, office, staircase, elevator, washroom and meeting room.

### Reference Documents:

The following guidance documents and resources on the were used in the development of this plan:

- [Preventing Exposure](#)
- [Personal Protective Equipment](#)
- [Physical Distancing Guidelines](#)
- [Reporting COVID-19 Exposure](#)
- [Communications Resources](#)
- UBC COVID-19 Campus Rules [to be posted on APSC website]
- Guidelines for Safe Washroom Occupancy [to be posted on APSC website]
- Building Operations Faculty Notice – Cleaning [to be posted on APSC website]

### General Procedure:

The following general procedures align with guidelines set by the BCCDC to prevent the spread of COVID-19. Please describe how some or all of the methods below have been used in this PPC Building plan:

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- Maximum Occupancy number for PPC is FIFTEEN persons has been posted posted at building entrances; work hours in building is limited to 08:00 am to 17:00; card access has been reset.
- Workplace traffic flow has been reconfigured with signage posted: fornt starircase is for Up Only, back staircase is for Down Only; corridors are still bi-directional; 2-meter distancing tapes have been placed on floor for visual cue.



- All washroom is one occupant only; max two persons in PPC 214 Lunchroom; five for PPC 210 Meeting Room; one for PPC201 Photocopy Room; two for elevator; max occupancy signages have been posted.
- Lunch Room microwave ovens are separated for user safe distancing; hand sanitizers and 70% alcohol are in place; handsoap dispenser is maintained by janitor; users will be reminded to exercise personal hygiene and clean up frequent contact surfaces. Safety Offices will conduct extra cleaning works.
- Washrooms are maintained by janitor with thorough and frequent clean up on handles and knobs. Safety Officer will report deficiency to Building Operations immediately.
- Building sanitization (product used, frequency of use, area where it will be used, reliance on Custodial Services) is maintained by janitor; Safety Officer must report deficiency to Building Operations immediately.
- PPE: safety eyewear, lab coat, gloves; non-medical masks is necessary if safe distancing is not able to maintain; hand sanitizer and 70% alcohol sparys at shared areas are supplied by PPC, these cleaning products will be supplied by each research team in labs; hardhat and steel toe shoes are worn in PPC 116 HHL.
- Lobby sitting area is for two persons only.

### Common Area Plans:

The following common area safety plans must be followed:

#### Bathrooms:

- Limit bathroom use to one person where there are 3 or fewer stalls.
- “Occupied” signage is hanged by exterior door handle to show when a smaller bathroom is in use.

#### Hallways:

- In hallways, signage of Walk on the Right is posted next to front desk. Hallways outside PPC 127 and PPC 208 is not at least 2m wide, signage of Yield to Oncoming Traffic is posted.

#### Entrances/Exits:

- It is encouraged to use automatic door opener which is available to front door to reduce touchpoints, otherwise open doors normally and immediately use hand sanitizer or wash hands. Building entrance doors remain for “In” and “Out”, signages and floor tapes remind people to keep their distance when entering and exiting.
- Inside buildings, corridor and stairwell doors remain shut to comply with fire code.
- Elevators: For elevator use, minimize use and respect the posted capacity guidelines. Max 2 persons may use the elevator at any time. Immediately wash hands after exiting the elevator. One-Glove rule is still in place.



#### Stairwells:

- In hallways and stairwells, practice walking on the right, if stairwells or hallways are not at least 2m wide, yield to oncoming traffic.
- Front stairwell is designated for up only and the back door stairwell is for down only.

#### Lunch rooms & Kitchen:

- Decals are used to enforce a minimum spacing of 2 meters, this means that only 2 person can access PPC 214 lunch room at a time. Microwave ovens are separated far apart to avoid users staying too close to each other.
- Wash hands before and after using any equipment. Bring your own cup and containers from home. Hand touching surfaces will be cleaned up frequently by janitor and Safety Officer.
- No sharing of kitchen dishware/utensils.

#### Atriums/Mezzanines/Landings: (if applicable)

- In atriums/mezzanines/landings, practice minimum spacing of 2 meters, this may mean that only 1 person can access the area at a time.

#### Balconies: (not applicable)

**Other:** Workspace Safety Plan will be created by PIs, reviewed by PPC LST and approved by BPI/PPC Director Dr. Orlando Rojas.

## Communications Plan

All faculty, staff and students permitted for Stage 1 Resumption of Research Activities will be informed about the safety plans for common areas, including the role of the Facilities Manager (Mark Donald-Jones of Red Zone) in that communication.

## Monitoring

Identify the staff or faculty member(s) responsible for implementing and then monitoring compliance with the Building Safety plan.

- PPC 108: Dr. Dana Grecov (MECH) and Dr. Boris Stoeber (MECH)
- PPC 114: Dr. Mark Martinez (CHBE), Dr. Sheldon Green (MECH) and Dr. Heather Trajano (CHBE)
- PPC 116 HHL: Dr. James Olson (MECH) and Dr Xiaotao Bi (CHBE)
- PPC 121: Dr Mark Martinez and Dr. Boris Stoeber
- PPC 123/125/127: Dr. James Olson and Performance Biofilaments Inc (Dr. Gurminder Minhas)
- PPC 308: Dr. Sheldon Green
- Oversight: Dr. Orlando Rojas of BPI and George Soong of PPC Safety and Operations Officer



## Emergency Procedures:

### Building Emergency Response Plan (BERP)

BERP is posted at PPC website [www.ppc.ubc.ca](http://www.ppc.ubc.ca), papercopy is also available in PPC 201 Photocopy Room. Emergency Meeting Area remains the same at the open area at north side of PPC, adjacent to to Brimacombe building.

### List of Units Occupying Building

Name Unit Administrator	Email & Phone #
Dr. Orlando Rojas of BioProducts Institute	<a href="mailto:Orlando.rojas@ubc.ca">Orlando.rojas@ubc.ca</a> , 604-822-3457



## Appendix

First floor plan for PPC building, boxed number to show planned occupancy and which rooms will be occupied in Stage 1. Blue line shows entering routes and orange line as the exit route.

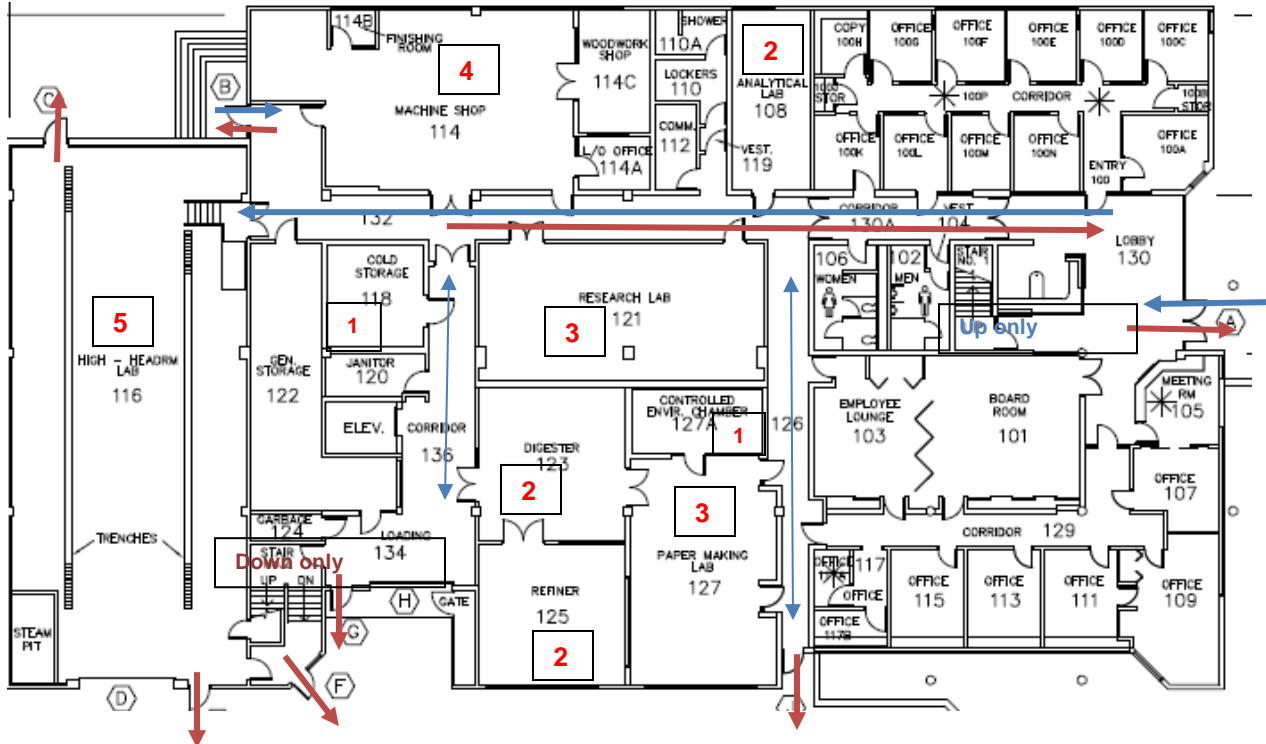


Figure 1. PPC first floor.

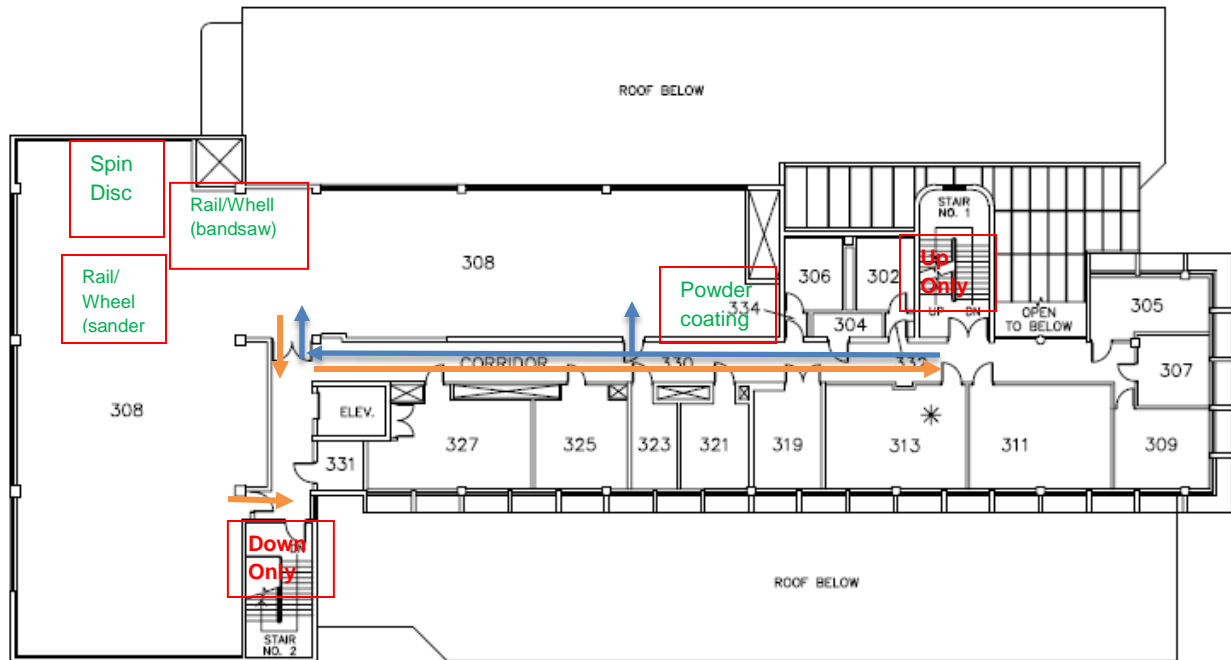


Figure 2. PPC third floor, max occupancy 5 persons.

### Department/School Head/Director Approval

Orlando Rojas  
Name, Title

June 2, 2020  
Date

Signature



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