



Principles and Guidelines for Restarting Fieldwork or Off-Campus Research in Arts Humanities, Social Sciences, Business, Law, Library (AHSSBL)

This document outlines principles and guidelines for restarting fieldwork or off-campus research in Arts Humanities, Social Sciences, Business, Law, Library (AHSSBL) across the University of Pittsburgh. The goal is to provide a broad and consistent structure for departments, institutes, and centers to restart research activities. This set of guidelines pertains to research activities in the areas above, including but not limited to those involving *Experimental Research with Human subjects*; *Field Research*; and research involving *interinstitutional collaborations* or *international field sites*. Related to your approval to conduct essential research activities and/or approved in-state travel, you are required to strictly comply with the following conditions. This policy applies to research conducted on any University of Pittsburgh owned property.

PRINCIPLES/CONSIDERATIONS

1. Research is an essential function of the faculty, staff, and trainees of the University of Pittsburgh and the results of research are of great value to society.
2. The safety of members of the University campus community and of our research participants is of paramount importance.
3. Planning should be grounded in science and CDC guidance regarding both good laboratory practice with infectious agents and specific information about SARS-CoV-2 and its observed manifestations in Pittsburgh.
4. The careers and livelihoods of many faculty, staff, students, and others at the University depend on the ability to continue ongoing research and initiate new research activities.
5. Experimental social and human science (ESHS) research involves both researchers and participants, so safety, ethics, and building access/density considerations are needed for **both** groups.
6. ESHS research poses liability risks, due to possible transmission of SARS-CoV-2 from a researcher to a participant and vice versa
7. ESHS research should avoid potential conflict of interest, where the research needs of PI/RC to influence decision-making about safety (See IRB guidelines).
8. Some ESHS research necessarily involves close physical interactions and/or groups of individuals interacting with each other and/or the recruitment of individuals especially vulnerable to SARS-CoV-2
9. Where research facilities involve spaces that are not large enough to maintain recommended social distancing and/or that might require extended periods of proximity within a small room, *follow recommendations/guidelines by the EH&S*.
10. Some ESHS research cannot be conducted with full use of PPE by both researchers and participants.

GUIDELINES – Fieldwork (local, national, international)

Overarching: (a) **all work** that can be performed remotely/online should continue to be performed remotely/online.

(b) Fieldwork/research activities off-campus researchers must take every precaution to safeguard/prioritize the health of research participants (where the research involves human subjects) and members of the research team.

Requirements prior to resuming research in non-campus locations

1. You are expected to conduct the fieldwork with the fewest persons needed to complete the activity while assuring safety of all members of the research team. It is the responsibility of the Principal Investigator (PI) to remain in frequent communication with team members conducting essential research. At a minimum, PIs are expected to require team members to check in.
2. Vulnerable individuals, including those 65 or older and those with underlying medical conditions (as described by the CDC) that are not well-controlled, are encouraged to continue remote work.
3. All research personnel (undergraduate, graduate, and postdoctoral students) can engage in fieldwork research activities within guidelines specified by the University of Pittsburgh and in consultation with their faculty supervisor/PI, institute director, division chief, department chair or appropriate designee and ADR.
4. If your fieldwork requires travel to an area of the US that remains under stay-at-home orders or international travel, upon your return you must self-quarantine for 14 days (exemptions possible for personnel with patient care responsibilities who undergo appropriate screening).
5. If your fieldwork requires travel to an international location, a separate travel request may be required and must be approved by UCIS (see UCIS guidelines.)
6. For research conducted on privately owned property (excluding a private residence), you may be expected to obtain written (e.g. email) approval of the property owner or delegate before visiting the site.
7. If you have tested positive for Covid-19, have been in contact (without appropriate PPE) with someone known to have Covid-19, have been told by a public health official or employer that you may have been exposed to Covid-19 in the past two weeks, or been in contact with anyone showing Covid-19 symptoms (as detailed in #6), **you must not** engage in fieldwork research activity or international travel and you must contact your faculty supervisor/PI, institute director, division chief, department chair or appropriate designee immediately.
8. If you are experiencing symptoms of new shortness of breath, cough, or sore throat within the past few days or have fever, sweating, chills, any loss of taste or smell, muscle aches, nausea, or diarrhea **you must not** engage in fieldwork research activity or international travel and you must contact your faculty supervisor/PI, institute director, division chief, department chair or appropriate designee immediately.
9. For personnel returning engage in fieldwork research activity or international travel for research (or to work with human subjects), a Covid-19 safety-training module must be completed successfully prior to restarting research activities. Safety-training modules must be completed at least 2 weeks prior to leaving for fieldwork.

Requirements for the research environment in non-campus locations

1. Personnel entering a University of Pittsburgh research facility are subject to any University of Pittsburgh screening procedures that are currently in place for specific entrances before being allowed to proceed to their specific research space.
2. Personnel entering a non-University of Pittsburgh research facility or building may subject to private screening procedures/requirements that are currently in place for specific entrances before being allowed to enter buildings.
3. Research in international locations may be subject to country-specific governments requirements or restrictions.
4. Either a self-supplied cloth/barrier mask or an ear loop face mask must be worn at all times during fieldwork, except while eating, with greater than 6 ft distancing. Note: Use of masks is encouraged during the entire commute for all research personnel taking public transport or sharing transportation/carpooling. (See CDC Guidelines on cleaning/care of cloth masks).
5. For carpooling to research sites, consider having no more than 2 persons per vehicle sitting preferably on opposite sides of the vehicle to attain maximal distance. *This policy applies to travel using a University vehicle or a personal vehicle.*
6. Faculty researchers should maintain a personal log of daily entry times and exit times, any 'close contacts' (as defined below), and confirmation of lack of exposure (#5 above) and symptoms (see #6 above) that may be checked weekly faculty supervisor/PI, institute director, division chief, department chair or appropriate designee.
7. Where research activities are at non-University of Pittsburgh buildings/sites researchers should take every precaution to maintain a minimum of 6ft physical distancing must at all times (apart from transient unavoidable situations—for example, personnel in stairwells, hallways). Safeguarding hand washing practices and hand sanitizer use must be observed. Traffic flow, de-densifying buildings etc. are beyond the control of the University, depends on private owners/operators.
8. In special work areas where 6ft distancing is not possible, research personnel must **adhere to WHOSE guidelines for 'close contact with an asymptomatic individuals'** *(current guidelines: minimum of standard surgical mask [not N95] and eye protection; gowns and gloves may be required for specific research protocols/projects).
9. To the extent that this is not taboo per local cultural practices, no handshakes or shared food with research participants.
10. At the end of research activity or workday the researchers must clean/wipe all actively used equipment with appropriate cleaning or disinfectant materials before transporting them and/or before use with each research participant. Disinfectant is to be used on any hard surfaces with hand contact, including vehicle steering wheels, handles, gear sticks, dashboards, etc. All tools and equipment are to be disinfected after use. Any building doorknobs, fixtures, countertops, etc. that are touched are to be disinfected. This policy applies to individual PI or University of Pittsburgh owned items. Minimize direct contact with tools and equipment. If you touch it, disinfect it.
11. You are expected to carry hand sanitizer and disinfectant at all times. Frequent hand sanitizing or hand washing is expected by all research team members involved in the fieldwork activity.
12. Upon notification of a confirmed positive Covid-19 individual, areas where the person has visited in the 48 hrs. before emergence of symptoms, or before notification of a positive test, (whichever is the more recent) must be prepared to close for up to 24 hrs. and appropriate

cleaning and disinfectant procedures undertaken. Any personnel that meet the CDC and **WHOSE criteria** for 'close contact'** with the Covid-19 positive individual must undergo a 14-day quarantine period and test Covid-19 negative before returning to the research environment.

13. In the event of future outbreak cases, all AHSSBL research, if directed, will return to an 'essential personnel' and remote work mode within a three-day period (including weekends).
14. Each faculty member/PI and/or research group will be required to complete a provided plan/checklist template that is shared with all research personnel and approved by the faculty supervisor/PI, institute director, division chief, department chair or appropriate designee **prior** to restarting research. Individual faculty/laboratory PIs are accountable for the compliance of their research team. The faculty supervisor/PI, institute director, division chief, department chair or appropriate designee, and deans are accountable for compliance of all faculty/PIs within their appropriate school/division.
15. For the safety of all personnel in the research environment, any individuals or research units found to be persistently non-compliant in the directives listed above will be subject appropriate disciplinary actions per University guidelines, which may include revoking of research approval for fieldwork.