**PI Checklist Prior to Research Ramp-up**

The following checklist must be completed and signed by the departmental chair prior to research ramp-up. Specific instructions regarding each point have been provided by departmental chairs, the College, and/or Office of Research.

* PI has been approved by the department chair and Vice Chancellor of Research (as required) to ramp-up research
* PI has confirmed that current campus tier/phase and county/state restrictions are compatible with proposed work.
* PI is trained using COVID-19 training programs required by the department and College/University
* PI is trained in Campus COVID-19 training <https://campusready.ucdavis.edu/training>
* PI has evaluated their research spaces for compatibility with COVID-19 ramp-up and provided a written description within the ramp-up request detailing practices that will be in place to maintain safety in all work situations (labs, field sites, vehicles, greenhouses etc.)
* PI has/will evaluate personnel for compatibility with COVID-19 ramp-up, including risks of severe illness
* PI has developed specific COVID-19 SOPs for disinfection of their laboratory and signed off on it
* PI has the required PPE for conducting the research
* PI has/will supply and confirm COVID-19 safety training of all personnel returning to work, including each researcher having completed the self-assessment checklist and employee checklist.
* PI will collect or has designated personnel to collect [Daily Symptom Surveys](https://campusready.ucdavis.edu/daily-symptom-survey) required by all entering any building on UCD Campus.
* PI will inform employees of the [Executive Order](https://ucnet.universityofcalifornia.edu/news/2020/08/2020-21-flu-vaccination-executive-order.pdf) by Janet Napolitano that all UC students, faculty and staff must receive a flu vaccination by November 1, 2020 unless approved for medical or other exemption. Vaccination records should be retained in the laboratory’s safety binder.
* PI has had this checklist reviewed and approved by Chair (obtain signature below).

PI name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chair Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PI signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chair Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_