

ACTION PLAN FOR THE PREVENTION OF COVID-19 DISEASE TRANSMISSION

"The New Normal" Routine at CIBIO-InBio

10 September 2021

1. Introduction

Given the current knowledge about COVID-19 and the availability of vaccines for the new coronavirus (SARS-CoV-2), CIBIO-InBIO intends to in line with the new guidelines sent by the Directorate-General for Higher Education (DGES) and the Directorate-General for Health (DGS) to institutions (on 08/09/2021) including the mandatory use of mask and "strongly recommended" vaccination.

Teaching and research activities should be undertaken by all with caution as multiple variants of the virus continue to circulate in the community, although the majority of the population has been vaccinated. This is a matter of social responsibility and, therefore, we request all users to respect the measures implemented to protect ourselves and others.

2. Assumptions

In light of current knowledge, the new Coronavirus (SARS-CoV-2) can be transmitted through direct or indirect contact:

- **Direct contact** by dissemination of respiratory droplets, produced when an infected person coughs, sneezes or talks, which can be inhaled or landed in the mouth, nose or eyes of people who are close by;
- **Indirect contact** by hand contact with a surface or object contaminated with SARS-CoV-2 and then with the mouth, nose or eyes. It is further considered that transmission of COVID-19 is more likely to occur when there is close contact (less than 2 meters) with an infected person, especially in indoor spaces. The longer the contact and closeness people have, the greater the risk.

In this context, we need to reconcile ongoing work with compliance of required measures to ensure minimization of SARS-CoV-2 transmission and slow the emergence of new variants.

3. Scope of application

The following rules are applied to all workers, students, visitors, facilities and equipment/materials, in order to minimize potential risks through contact and proximity.

4. Guidelines for the "New Normal" Reopening

4.1. General rules **UPDATE**

- All users should be aware of and act in accordance with the CIBIO-InBIO's Contingency Plan in place, which follows the DGS guidelines (guidance 006/2020);
- Members must comply with the social distance and hygiene measures, specifically hand hygiene at the entry and exit and in all other areas, in accordance with the DGS guidelines in force;
- It is mandatory to use a mask inside the building (DGS guidance 011/2021). Raise awareness among visitors on the use of masks and, if needed, they can request a disposable mask at the entrance.
- Entry and exit circuits will be maintained performed through the main entrance of the building, following the signposted directional flow and gathering of people should be avoided. The circulation through the emergency exits is not authorised;
- For the administrative staff and reception, remote attendance (via email or phone)
 remains the privileged way of communication but, when in-person communication
 is needed, attendance must be scheduled in advance. The distance given by the
 signposts at the entrance of the staff services must be respected;
- Frequent air renewal is encouraged in all enclosed spaces, through open doors and avoiding frequent touching of surfaces;
- The organisation of congresses, meetings, conferences and events must follow the rules and guidelines of the DGS as well as the legislation in force (Resolution n.º 101-A/2021 de 30/07/2021);
- In common spaces, pantries or equivalent areas, the simultaneous occupation must allow physical distancing in line with the current legislation, with consequent cleaning and disinfection measures in accordance with DGS guidance 014/2020;

- Vaccination against COVID-19 is strongly recommended for public health protection and pandemic control.
- In case of a suspect or possible case, the circuits and procedures on the Contingency Plan should be followed and the SNS24 must be contacted, complying with the indications received.

4.2. Organisation and layout of classrooms and other areas where activities with students, teachers, researchers and collaborators take place PDATE

General Infrastructure

- The classroom seating arrangement respects the physical distance, according to the DGS recommendations, without compromising the normal functioning of teaching activities, and should not be changed without permission;
- It is recommended that shared spaces and materials are cleaned frequently and hands are washed before entering each room;
- In the library and laboratories, the recommended physical distancing between people must be maintained. Whenever this is not possible, or in situations where people are facing each other, protective barriers should be used, such as acrylic barriers between study spaces or visors in work spaces;
- In the canteen and bar, it should be continually assured the compliance of the rules
 of physical distance between all users, the mandatory use of mask (except during
 meal times) and proper hand hygiene by users (before and after meals), as well as
 proper cleaning and disinfection of surfaces, in accordance with DGS guidelines.
- The classroom's cleaning should be reinforced and coordinated between the teacher and the cleaning staff; this way, at the end of each class (at lunch break or the last class), the teacher is responsible for informing the cleaning staff when the room is free for cleaning.

Protective Measures for Students

- Students always need to occupy the same seat in every class and until the end of the course;
- During the lunch/recess breaks and whenever the weather permits, we recommend students to go to open spaces outside the building, while waiting for the next class;
- When returning to the classroom, students should wait for the teacher already inside the room, sitted in their fixed places, to avoid overcrowding near the door.

Research activities

- In the offices, researchers should always respect the physical distance; in the impossibility of keeping the distance, transparent physical barriers should be used;
- In the library, members should only occupy the workspaces according to the signposting;

Rules for Laboratories

- The use of personal protective equipment (PPE) is mandatory and, in the impossibility of keeping the distance, the use of protective visors in the development of tasks;
- At the end of each day, lab coats must be:
 - a. placed in a bag found in the trolley at the end of the corridor, to be washed by Cristina (person responsible for the sterilization of the material) or
 - b. taken home to wash, under the responsibility of each user, or
 - c. placed in a bag provided by Cristina for UV sterilization.
- Laboratory users will be notified in the event of practical classes for UP courses.

4.3. Rules for reopening of bedrooms for temporary residency

Access to rooms is subject to presentation of the EU Covid Digital Certificate (full vaccination, recovery or test; DGS guidance 007/2021) or a negative test of the following type:

- PCR test (by a certified laboratory) carried out within 72 hours prior to check-in;
- antigen test with laboratory report, carried out within 48 hours prior to check-in;
- rapid antigen test (self-test), performed within 24 hours prior to check-in in the presence of a health or pharmaceutical professional who certifies its performance and its result.

4.4. Specific measures of hygiene and cleaning of premises and materials

 A plan for cleaning and disinfection has been implemented for all surfaces, especially those that are touched more frequently (e.g. switches, door handles, etc.); Doors and windows must be opened to keep the environment clean, dry and well ventilated, but also to minimise the touch on handles in case of doors. Otherwise, it should be ensured that the operation of the ventilation system is effective, avoiding the recirculation mode, as well as its proper cleaning and maintenance and the cleaning of door handles.

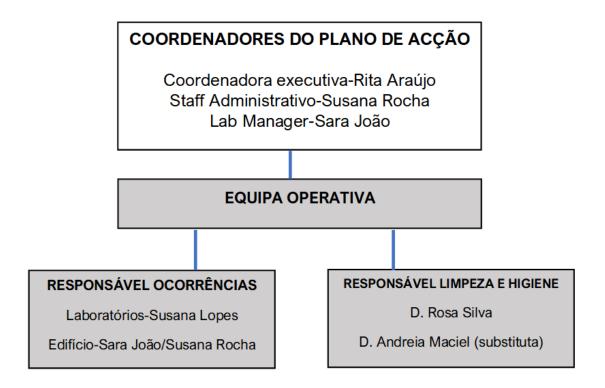
4.5. Specific measures for travelling abroad UPDATE

- CIBIO-InBIO members or visitors travelling from abroad must present a EU Covid Digital Certificate (full vaccination, recovery or test) within 48 hours prior to check-in.
- To minimise the risk of spread of new variants within the community, unvaccinated people must present a PCR test (by a laboratory) or an antigen test with laboratory report carried out within 48 hours prior to check-in.

4.6. Information

- The CIBIO-InBIO community will disseminate information on the measures to be taken, by the means already known, thus keeping all users informed;
- New instructions and disclosure documents will be posted as the need arises.

5. Contingency and Action Plan for Covid-19 Prevention - Coordination Team



6. Bibliography

Orientação nº 011/2021 de 13/09/2021, COVID-19: Utilização de Máscaras

Nota DGES/DGS de 08/09/2021, Orientações às Instituições Científicas e de Ensino Superior para garantir a realização de atividades letivas e não letivas presenciais, Ano Letivo 2021-2022

Orientação nº 007/2021 de 15/06/2021, Certificado Digital COVID da EU: Emissão em Território Nacional

Resolução do Conselho de Ministros nº 101-A/2021 de 30/07/2021, Altera as medidas aplicáveis em situação de calamidade, no âmbito da pandemia da doença COVID-19.

Orientação nº 014/2020 de 21/03/2020, Infeção por SARS-CoV-2 (COVID-19) – Limpeza e desinfeção de superfícies em estabelecimentos de atendimento ao público ou similares

Orientação nº 006/2020 de 26/02/2020, Infeção por SARS-CoV-2 (COVID-19) — Procedimentos de prevenção, controlo e vigilância em empresas

All DGS guidelines and measures at https://covid19.min-saude.pt/orientacoes/