

How to request on-campus access for SRC activity

(no human participants)

The reopening of Ryerson's on-campus SRC activities will follow a cautious, coordinated, phased-in process that is first and foremost guided by a commitment to the safety and security of our faculty, students, staff, and research infrastructure and facilities.

Step 1: Determine if your SRC activity can continue remotely

Can you continue working remotely?

Yes

No



If your SRC activity can continue remotely with little impact on the efficiency or quality of outcomes, and no sacrifice or compromise to ethical standards or confidentiality, continue to work remotely.

Does your SRC activity meet the limited return to on-campus criteria?



Adequate personnel



Equipment maintenance

OR



Data loss prevention

OR



Time sensitivity

Step 2: A Safe SRC Plan

Does your Safe SRC Plan include and explain the following?



Criteria to be on-site



Facility & equipment schedule



Health & Safety Checklist



Physical distancing measures



Hours of operation



EDI and equal access



SRC space schedule



PPE considerations

Step 3: Process for SRC on-campus access approval

Prepare for submission:



Complete a Safe SRC Plan



Health & Safety Checklist



Submit Safe SRC Plan Form



Submit Request for Access Google Form

3 levels of approval:

1

Chair/
Director

2

Dean or
designate

3

OVPRI

Approved:



1



FMD will begin an inspection and cleaning of the approved SRC space(s)

2



The faculty member (or appropriate designate) must inspect and review the space(s)