

## Protein Production and Characterization (PPC) Core

### Instructions to Users during the Phase 1 and Phase II research restart period (effective 6/19/20)

- The PPC core will strictly adhere to health and safety guidelines from the CDC and OU administration.
- The PPC core will be available to Norman Campus VPRP-approved Phase 1 and Phase II users only, no training will take place while distancing advisories are in place.
- The director will be available to carry out research projects, expressions, purifications, etc, please contact Phil through email (pcbourn@ou.edu) to schedule any work that you would like him to perform.
- To achieve a low density of personnel in a workspace – no more than 2 people per 500 square feet of workspace - four people will be permitted to work in the PPC Core at any one time. To help achieve this, a whiteboard has been placed on the door to the PPC Core. Users must write their name or initials on the board before entry and erase them on leaving. This will let anyone planning to enter the facility know if maximum capacity has already been reached.
- Use the online booking system so that other users can easily see when equipment is being used. Also, check the online system to see if someone is already in the facility before arrival. Users may email Phil (pcbourn@ou.edu) to check if equipment is available. Any users of equipment in the facility, **MUST** maintain at physical distancing of at least 6 feet from other users, if there is someone using equipment next to where you want to work, then you must wait until they are done.
- Wipe work area down with 70% EtOH before **AND** after use. There are spray bottles containing 70% ethanol available for this.
- Only one person at a time is permitted to use any equipment.
- All users **MUST** put on gloves once they enter the PPC core facility, these should be removed prior to exit and placed in the biohazard waste receptacle by the door. (only exit to the hall, not via the MCL).
- As an additional precaution, Phil will wipe down door handles and bench surfaces regularly with 70% ethanol.
- All users **MUST** wear face masks at all times when in the facility.
- Contact with Phil should be through email as much as possible, consultations can be done using phone or Zoom where possible.
- Phil should be notified by email of any planned, overnight use of the incubator/shakers, so that cultures can be properly dealt with in the event of a shutdown. Bacterial cultures will be limited to a maximum of 4 Liters, this will allow the entire culture to be autoclaved quickly in the event of a sudden shutdown of OU.
- There is a risk of a further shutdown affecting a prep in progress. Protein expression and purification is a multi-day process, in the event of another shutdown, progress on a prep may be lost. There will not be a charge for additional labor/machine time if work has to be repeated due to a shutdown.
- If any users feel ill or have symptoms associated with Covid-19, follow CDC and OU guidelines and stay at home.
- If users fail to follow these procedures, then their permission to access the PPC Core facility will be revoked.