

DGSOM Research Status: January 12-20, 2025

1.0 Overview

With the ongoing fires around the LA region, laboratories and research facilities should plan for the possibility of significant disruptions in routine operations. Each laboratory or research facility is best positioned to create a continuity plan that will meet its unique needs. This guidance is provided to facilitate the development of your plan, but is not intended to be all-inclusive; it is based on what is known at this time. We will update the research community as the situation develops and more information becomes available.

In general, the campus should be considered closed for research purposes. All classes, meetings, seminars and similar activities must move to virtual formats or be postponed, as appropriate. Only essential on-campus research activities should proceed. Please work with the following assumptions during the current campus curtailment:

- A significant percentage of your laboratory workforce may be unable to work, even remotely
- Essential research infrastructure, including power and telecommunications, will be maintained
- DLAM and EH&S will continue essential research support functions
- Orders may be delayed for a variety of reasons
- Core facilities and other resources may be limited in availability or experience delays
- Experiments must be left each day in a “stable mode” such that no biological, chemical or physical hazards occur in case of a prolonged absence or a failure of air supply, cooling, power, water supply, vacuum or other connections or resources.

As a reminder, the UC Office of the President has stated that under no circumstances are researchers permitted to take research materials to their homes or to other off-site locations, with the exception of laptops, digital storage devices, and similar.

2.0 Personnel

Personnel do not need to request approval to work remote, and do not need to use leave for remote work. In general standard working hours should be retained, changes to usual work hours may be made with manager approval as usual. Only essential research personnel are allowed to pursue on-campus research activities. Under no circumstances can volunteers or undergraduate students be deemed essential research personnel. Managers can identify essential research personnel in their units by:

1. Emailing DGSOMresearch@mednet.ucla.edu with a list of names, titles, emails and nine-digit Bruin Id number
2. Receiving explicit approval by email
3. Notifying essential staff in writing that they are permitted on campus, but:
 - a. Are not required to be on-campus if on leave
 - b. Should limit time on campus to essential research activities

Essential research activities are those which, if interrupted, will have a long-term, irreparable adverse impact on a research program. For example, the following may in some situations constitute essential research activities:

- Activity to maintain critical laboratory equipment
- Care and maintenance of research infrastructure such as animals, plants, cell lines, freezers that are of high value and/or difficult and/or expensive to replace
- Maintenance of long-term ongoing research experiments, such as time-point collection on longitudinal studies
- Research that directly addresses an ongoing health crisis
- Clinical research activities that require an on-campus presence
- Activity deemed critical by or specifically requested by a US government agency to continue during this time.

Questions about whether a research activity should be considered essential can be addressed to DGSOMresearch@mednet.ucla.edu.

2.1 Research Staff

Research staff not participating in approved essential research activities should work remotely. Any individuals not approved as essential should not be on campus before Jan 20, 2025.

2.2 Graduate Students & Postdoctoral Fellows

Graduate students and postdoctoral fellows not participating in approved essential research activities should work remotely. Per Academic Senate, all educational activities should move to remote mechanisms or be delayed. Please see the latest Bruin Safe Online post here for information Undergraduate and Graduate classes through Friday, January 17, 2025: [Campus Operations Modified, Undergraduate & Graduate Classes Remote Through Friday, Jan. 17 | Bruins Safe Online](#). As noted above, trainees who are unable to reach campus but work remotely do not need to use leave for these days.

Many trainees are under significant duress. Their issues may include family/living situations as well as the broader impacts to our region. Please accommodate these issues during this time. UCLA Student Health provides an active list of online resources regarding the wildfires for students here: <https://www.studenthealth.ucla.edu/updates/los-angeles-wildfires>.

2.3 Clinical Residents and Fellows

Please refer to guidance from UCLA Health and individual departments for clinical and clinical research activities.

2.4 Research Undergraduate students & Volunteers

Research undergraduate students and research volunteers may not be approved for essential research activities.

3.0 Facilities & Infrastructure

3.1 Buildings

Anticipate all buildings remaining accessible with key-card, and as always have your badges on your person at all times.

3.2 DLAM

Until the event of an evacuation order, DLAM staff will maintain a regular animal care schedule. Any cancellations of planned procedures, training classes and similar events will be communicated to those

affected directly, but assume on-campus activities will be strictly limited. Veterinary and husbandry staff are expected to be on site and available for research support. Administrative staff will be available either on site or remotely for questions, animal, and supplies orders, etc.

In the event of an evacuation order, our plan is to shelter animals in place. Our contingency plans allow for at minimum two weeks of food and water and essential drugs and supplies on hand which is sufficient to carry us through this current event. We are communicating with the Office of Emergency Management (OEM) and have provided a list of essential staff that will be shared with local law enforcement/fire officials to ensure access to the animal facilities on campus through an evacuation order. We are working with Facilities this week on smoke mitigation plans to maintain air quality within the animal facilities.

Further guidance from DLAM and the Animal Research Committee (ARC) regarding preparing laboratories for reduced campus activities due to the Palisades Fire can be found [here](#).

Contact DLAM Exec. Director, Jeffrey Goodwin at JGoodwin@mednet.ucla.edu with any questions about research animal program support in regard to this current event.

3.3 Clinical Trials

The Office of Clinical Research is fully operational and has contingency plans in place to maintain continuity, and will be doing daily check-ins and adjustments as needed. Closures to outpatient clinics or other facilities may impact clinical research studies. Contact OCR to discuss any disruptions, concerns or other issues at ResearchGo@mednet.ucla.edu

For these study designs	Research During Wildfire Warning 1/13/2025-1/17/2025
Therapeutic clinical trial (drug, device, or behavioral) where there is potential for direct benefit to the participant	Allowed
Observational and clinical research that can be conducted remotely regardless of potential for direct benefit	Allowed
Clinical research without immediate benefit but happening entirely with essential clinical staff in the context of a necessary clinical visit*	Allowed*
In person research with no potential for direct benefit supported by research staff	PLEASE HOLD

* Only if research does not disrupt clinic care and services

3.4 GMP

All research activities this coming week will be rescheduled, with only routine maintenance. A plan is in-place for an evacuation to minimize loss of samples and research materials.

3.5 OCGA & TDG

At this time, OCGA and TDG are anticipated to be working as usual for reviews and submissions of contracts, grants and other agreements.

As of January 16, 2025 at 3:10 pm. This document will be continuously updated.