

Derogation Request to Continue Critical or Time Sensitive Research

This form must be completed and submitted to your Director or Chair (Department/School) and Vice-Dean, Research or Dean in order to request a derogation to continue on-campus critical or time sensitive research. The criteria for being approved for a derogation to continue such research include the following:

- Adequate personnel available to safely conduct the research while respecting social distancing measures (at least 2m distance); and
- A **demonstrated critical need to continue critical or time sensitive research** past March 20, which must be clearly justified in this form. Only research projects that are critical or time sensitive will be considered for continuation.

Name of Principal Investigator(s):
Department/Faculty:
Building and Room number(s):
Title of Project:
Level of project: <input type="checkbox"/> Faculty <input type="checkbox"/> Graduate student <input type="checkbox"/> Post-doctoral Fellow
Required resources: <input type="checkbox"/> Laboratory <input type="checkbox"/> core facility <input type="checkbox"/> Vivarium <input type="checkbox"/> Office <input type="checkbox"/> Other (please specify):
Required certifications: <input type="checkbox"/> Human <input type="checkbox"/> Animal <input type="checkbox"/> Biosafety <input type="checkbox"/> Other (please describe in detail):
Rationale for Requesting a derogation to continue critical or time sensitive research past March 27 (please provide sufficient detail for a decision to be made; refer to questions in appendix):

Approvals: _____ Chair of the Department	 _____ Dean or Vice-Dean, Research
 _____ Vice-President, Research	

*Derogation request template courtesy of the University of Toronto

Appendix

Objectives and need for a derogation

- What is the objective of the experiment or ongoing activity associated with the derogation request, in the context of your research program?
- Why do you consider that the derogation from the deadline is necessary?

Risks and impacts of an interruption

- What risk to research, equipment or data will result from halting or postponing these activities in the short term?
- What will be the impact (e.g. on students; or on live animals, plant or other valuable material), if the work is temporarily discontinued?
- What is the risk to your longer-term research program? (List specific and extraordinary reasons that apply to your particular case; a delay in research productivity will not be an accepted reason).

Duration of the derogation

- What period are you requesting for the derogation? How many days/weeks?
- What is the length of the ongoing study/trial and how long must it continue not to risk losing/wasting data, valuable material, animals or other living organisms?
- What steps will you take to shorten the research so that the derogation period can be minimized?

Support from our Core Facilities and from the University

- Does this work rely on services provided by core facilities?
- What are the consequences if the core facility is unavailable?
- What essential support services will be required to preserve this minimal level of activity? (e.g. Environmental Health and Safety, Procurement, other?)

Supervision of students and research personnel involved

- How many personnel are involved in the studies/experiments/trials? (Who are they and what is their status (grad. student, PDF, RA, technician)?)
- Will your personnel or students volunteer to do lab management tasks? (If so, a written record of their consent will be necessary).
- How many need to be in the lab at the same time? (recognizing that for safety reasons a second person needs to be in proximity)
- How frequently will lab personnel will need to come to the lab to ensure continuity of an activity even if not associated with an experiment? (e.g. checking on incubators, tissue cultures, research plant care).
- How will you ensure that 'social distancing' requirements are ensured?