

Government workplace recommendations [National Framework for living with COVID-19]	Level 1 Staggered attendance	Level 2 Essential meetings, induction & training only	Level 3 Attend only if absolutely necessary	Level 4 Essential and other designated workers only	Level 5 Essential workers only
NCRC office based work*	Staggered attendance in designated teams at designated times	Attendance at designated times for essential meetings, induction & training	Attendance if absolutely necessary, for the minimum time required, with prior notification given to facilities staff on site.	Emergency access only, for the minimum time required, with prior approval and notification given to facilities staff on site**.	Limited access for CCRU personnel only. Prior approval required. For emergencies contact facilities staff on site**
NCRC laboratory based work*	Full time access to designated lab and office space within building opening hours.	Full time access within building opening hours to facilitate lab work. Work from home where possible.	Full time access within building opening hours to facilitate lab work. Work from home where possible.	Access within opening hours. Prior approval required** Priority given to final year PhDs, those completing a paper or processing trial/study samples	Access only to authorised research personnel and those processing clinical samples with prior approval and notification to facilities staff on site.

*All building access is pending submission of a return to work form, completion of H&S training, line manager/Principal Investigator approval and final authorisation from NCRC Senior Management. The NCRC has the right to refuse or revoke access to those found not adhering to policy and procedure

** Where prior approval is required, please contact Isabella.Bray@ncrc.ie. Once approval is granted, notification must be given to mark.tougher@ncrc.ie for all building users. Lab users must also contact caroline.king@ncrc.ie. All other queries relating to building access should be directed to the Research & Operations Manager Isabella.Bray@ncrc.ie