

COVID-19 - ESRF bulletin. Updated on 14 April 2020

Please find below an update of the measures related to the COVID-19 pandemic taken by ESRF Management, in line with the updated measures implemented in France since 13 April 2020.

- Following the extension of the confinement to 11 May 2020, the closure of the ESRF site and the implementation of the ESRF continuity plan are maintained.
- Possible partial restart scenarios of on-site activities will be studied during this new period, and will be adapted to the measures that the French authorities will define and implement after 11 May. This study will be carried out in coordination with our partners from the EPN Science Campus. Management is acting to procure the necessary protection equipment to enable a future partial restart of the ESRF site (masks, gloves, etc.).
- The ESRF is joining forces with its partners of the EPN Science Campus to contribute to the international scientific effort to overcome the COVID-19 pandemic. All actions in this sense will be consistent with the present site closure. As announced on Friday 3 April 2020, the ESRF is ready to consider priority COVID-19-related scientific research projects by making available the Cryo-EM electron-microscopy platform, the MASSIF1 macromolecular X-ray diffraction beamline, Partnership for Structural Biology facilities in collaboration with the partners of the EPN Science Campus, and X-ray imaging experiments using the BM05 facilities. In this context, the feasibility of the operation of the EBS storage ring to enable the use of the above mentioned beamlines is presently under scrutiny. Exceptional user access for COVID-19 research during the ESRF site closure will be considered on a case-by-case basis, by submitting a proposal directly to the Directors of Research (reichert@esrf.fr, susini@esrf.fr). Experiments at the above-mentioned facilities will be carried out on behalf of the users by EPN Science Campus colleagues only. On these different subjects, all relevant bodies will be kept duly informed as required.
- Staff who may be contacted to participate in the eventual restart and operation of the storage ring and beamlines during the ESRF site closure will have to fulfil the conditions indicated by the Works Doctor on 17 March 2020, attached hereto. In case of doubt, staff are invited to contact the Works Doctor (debois@ill.fr). It is reminded that staff travelling to the site are advised to use private transportation if at all possible. They will be requested to leave their car in the car park in front of the site entrance. Similarly to the staff on site for the implementation of the continuity plan, these staff members will be considered as carrying out shift work. Due to the canteen closure, they will receive a meal allowance.
- Presence on the ESRF site is restricted to staff members required for the implementation of the continuity plan and, possibly, for priority research on COVID-19. Staff on site must respect the barrier gestures, in particular washing their hands regularly, and must wear masks and

gloves if they have to leave their office. Masks and gloves are available at the Experimental Hall Operators' (EHOs') Office (request by phone at 2525). People must stay in their work-dedicated space and avoid contact with other colleagues; if they cross paths with other colleagues they must be at least 1-2 m away from each other. Note that when entering and exiting the central building, staff should use the automatic doors of the main or north entrances.

- It is reminded that all people on the ESRF site must inform the control room by phone (2307), both at the time of their arrival, providing information on their location, and at the time of their departure.
- It is also reminded that staff members coming to the site must have with them the professional access certificate requested by the French authorities and provided by the ESRF (latest version provided to the staff members on 25 March 2020).
- Exceptional and punctual requests to come to the site must be motivated in the frame of the ESRF continuity plan, and sent to the Head of Safety Group by the Director/Head of the concerned Division.

As a reminder, information provided in the previous bulletin of 31 March 2020 is reported below:

- A work plan for each individual staff member was established on Wednesday 1 April 2020 and is assessed on a fortnightly basis. Supervisors shall maintain contact regularly via unit/group meetings and individual communication with staff members under their direct supervision. Any changes in the work organisation should be discussed between the staff member concerned and her/his supervisor.

As a reminder, staff members have been declared in one of the following categories:

- Presence on site, presence on call or teleworking – Normal working conditions. Normal salary conditions are maintained, and other compensations linked to specific working conditions (on-call, shift-work, etc.) may be added as appropriate.
- Diverse leave – Leave requested by the ESRF Management, when presence on site, presence on call or teleworking is not possible and not solicited by the Management. Normal salary conditions are maintained.
- RTT / paid leave – Requested by the employee, according to normal practice. Normal salary conditions are maintained.
- Sick leave – Communicated by the employee to the ESRF, according to normal practice. Normal salary conditions are maintained according to the rules in force.
- Sick leave – Declared by the ESRF for employees looking after children under 16 when these employees are declared by the ESRF as not required for presence on site,

presence on call or teleworking (2020-227 decree of 9 March 2020, modified on 11 March 2020). Staff members concerned may contact the HR Service by email at vanyzen@esrf.fr. Normal salary conditions are maintained according to the rules in force.

- During the closure period, staff are invited to continue taking their RTT days or remaining paid leave and, in case, to feed their CET accounts before 31 May 2020. As announced in the last bulletin, staff members will be able to carry over beyond 31 May 2020 up to six days of paid leave to be taken within the three-month period following the reopening of the ESRF site.
- Noting that the majority of ESRF colleagues are confined at home, Management encourages staff, in addition to professional activities, to maintain a strong connection with their network at work, and invites everyone to continue and develop as much as possible informal exchanges and friendly relations with their colleagues. We must all care for any of us who may be facing specific difficulties and, in some cases, may be dealing with problems in our families, which cannot be handled in the normal way due to the present confinement circumstances. It is also reminded that the ESRF Welfare Officer can be contacted at gallais@esrf.fr.
- As a reminder, an IT hotline has been set up to support staff members who are teleworking, and when using tele- and video-conference tools. The IT hotline can be contacted: by email at helpdesk@esrf.fr and by phone (from 8h to 11h30 and from 13h to 17h, from Monday to Friday) at 04 76 88 24 24.
- Specific needs of CRG beamlines staff and long-term visitors shall be sent to the Head of CRG Office (hahn@esrf.fr) or the ESRF contact person respectively, who will ensure their follow-up in the context of the implementation of the present ESRF continuity plan.