



Stockholms
universitet

Institutionen för molekylär bioteknik,
Wenner-Grens institut

Protocol Work Environment and Environmental Group

Date: Monday 30th of May 2022

Place: Runnströmsrummet/Zoom

Present: Erika Dahlberg (temporary chair), Victor Karlström, Johanna Steen, Lisa Oellig, Jessika Lind (secretary), Roger Johansson, Neus Visa, Monika Björk, Anaswara Sugathan

Not present: Munira Akhter

Agenda

1. Selection of adjuster

Lisa Oellig was chosen to adjust the minutes.

2. Approval of the agenda

The agenda was approved.

3. Previous minutes

Erika Dahlberg went through the previous minutes. The following issues were briefly discussed:

Previous minutes – Fire safety

As previously decided, the fire evacuation exercise will be held on the 8th of June. Information about the exercise will be sent out shortly (on the 30th or 31st of May). Roger Johansson also informed that ECF's assembly point is now in place.

Previous minutes – Övrigt

Jessika Lind informed that the previous minutes contains the wrong email address. The correct one is miljogrupp.mbw@su.se.

Work environment

In the last meeting, the question of whether new staff get sufficient information on lab safety, was discussed. Neus Visa informed that a routine for new employees has been created. It was concluded that we can improve our routines concerning following up on whether new staff actually hands in the lab safety form. This will be done after the summer.

Extra questions

In the previous meeting Johanna Steen informed about the upcoming change of switchgear (*byte av ställverk*). It has now been brought to our attention that power in some cases can

be cut for up to 10 hours.

ECF has a generator, but it usually takes 10-15 seconds for it to kick in, which means that the energy during this time will be cut. If this is not acceptable, a UPS power supply can be purchased. It was concluded that the researchers active in ECF should be asked if they have any special equipment that needs to be prepared for a power cut.

4. Annual plan for work environment

- *Cleaning day MBW*: The last cleaning day was in November, and therefore it was decided that the next cleaning day also should be held during the autumn. Johanna Steen will consider who should be in charge of planning this day, and it was decided that we will wait with deciding a date.

5. Miljö

At the last meeting, Monika Björk informed that a colleague had expressed interest in engaging in MBW's environmental work. They are yet to schedule a time to discuss this further.

Monika Björk also informed that the work with *Ledningens genomgång miljö* has not yet been finalized due to lack of time. This will be a priority after the holidays.

Neus Visa informed that an email has been sent out to MBW concerning SU's travel policy.

PhD student representative Anaswara Sugathan brought up a question regarding who to contact if one has issues with the supervisor in the lab. Neus Visa suggested that she and Antonio Barragan could have a meeting with the PhD Board/Council to go through the routines concerning the matter. It was also concluded that information about this is available on the MBW website, and that PhD students are welcome to contact Victor Karlström who is one of MBW's Safety Officers. It was decided that Anaswara will contact Victor after the meeting to continue the discussion.

6. Work environment

Neus Visa informed about a situation concerning an email that was sent out regarding a former employee at the department. The issue is now handled by Personalavdelningen.

Johanna Steen gave an update regarding the question of how to best handle the Safety inspection protocol. At the latest GLK meeting it was decided that the lab manager should send out individual emails to all group leaders containing their comments. The hope is that this will make it easier for the groups to attend their comments.

7. Fire safety

Roger Johansson informed about the evacuation exercise that will be held on the 8th of June. Everyone at MBW will be informed about the date and the approximate time of the drill (between 9 and 11 am).

On the morning of the 30th of May the fire alarm went off due to an autoclave leaking steam. The F house was evacuated, and we learnt a number of things from the evacuation, which will be taken into consideration in the upcoming fire evacuation exercise.

- We did not meet at the meeting point.
- A car belonging to Akademiska hus was parked outside the entrance, which did not allow the Fire truck to pass by. This feedback will be sent to the university.

8. Gender equality and equality

Anaswara Sugathan requested that the documents concerning gender equality and equality should be made available in English. It was concluded that there already is a lot of information available in English on the website, and that it therefore would be helpful if Anaswara could get back with a list of the documents that need to be translated. We can then see if the information is already available in English, before we put time into translation.

9. SAMIR Reports

Nothing new to report.

10. Information from the lab safety network at SU

At the most recent meeting, the lab safety network discussed the fact that there are a lot of freezers, fridges and printers in the corridors which could pose a threat from a fire safety perspective. It was concluded that it would be almost impossible to keep the corridors completely empty. The routines concerning placement (making sure that the evacuation routes are clear) and cleaning (making sure that it is a minimal amount of dust on freezers etc) can however be looked over.

11. Other

The meeting on the 27th of June will be held as planned.

12. The meeting was closed.

Vid protokollet

Justeras

Jessika Lind

Lisa Oellig



Stockholms
universitet

Institutionen för molekylär biovetenskap,
Wenner-Grens institut