



Stockholms
universitet

Institutionen för molekylär bioteknik,
Wenner-Grens institut

Protocol Work Environment and environmental group meeting

Date: Monday the 28th November 2022

Time: 13.00– 14.30

Place: MBW Runnströmsrummet

Present: Neus Visa, Erika Dahlberg (secretary), Monika Björk, Victor Karlström, Munira Akhter, Roger Johansson, Van Le Sabrie (chair)

Not present: Lisa Oellig, Anaswara Sugathan

Agenda:

1. Selection of adjuster

Monika Björk was chosen to adjust the minutes.

2. Approval of the agenda

The agenda was approved.

3. Previous minutes

Van went through the previous minutes. The previous minutes were approved.

4. Annual plan for work environment

- *Go through equal rights & possibilities action plan.*

Van goes through the plan, see attachment.

Some small adjustments were recommended to the action plan. There was a discussion regarding parental leave among PhD-students. Van suggested to email correct information concerning the rules regarding vacation, parental leave, "VAB", etc. since there is a concern that the PhD-students are not informed about the rules. Regarding harassments: An idea is to put up signs with information about harassments by the toilets and to inform with the newsletter. Another suggestion is to send information about harassments in a separate email every 18 months. The adjusted version of the action plan will be sent out for review.

- *Fire drill plan 2023. (Planera brandövning inför våren)*

We will wait to decide a date. The question will be discussed again in February. It will probably happen between the 8th and the 10th of June.

- *Selection for the next safety officers: researcher/teacher (vacant)*

An email will be sent to ask if anyone is interested in becoming a safety officer. We are also free to nominate someone that we think is suitable. Van will talk to Camilla regarding how the election will happen. Victor will talk to PhD-students regarding filling his post. Neus will send an email to everyone regarding filling other posts. The election must be made by the 15th December.

- *Fire protection controllers:* If there are risks at the workplace the people responsible need to be informed. If nothing happens, report to Neus who will take the discussion.

5. Environment

The technical group will be contacted regarding a safety Inspection of autoclaves and the cooker for fly food.

6. Work Environment

Nothing to report

7. Fire safety

Nothing to report

8. Gender equality and equality

Nothing to report

9. SAMIR Reports

Report made regarding electricity in F4.

10. Information from the lab safety network at SU

Nothing to report

11. Safety representative reports

Nothing to report

12. Other

- Energy saving matters: It is an old house and some rooms have tendencies of becoming cold. The risk is that people buy a heater of their own, which will increase the cost for electricity. Neus suggested that they look over the insulation in the windows.
- It came in a question regarding the fact that SU does not cover the vaccination fee for the seasonal flu. Apparently, the question was mostly regarding that we were not able to write comments in the employee survey.
- The employee survey will be in focus during the next meeting.

13. Meeting closing