



Stockholms  
universitet

Institutionen för molekylär biovetenskap,  
Wenner-Grens institut

## Protocol Work Environment and environmental group meeting

**Date:** Monday the 6<sup>th</sup> of March 2023

**Time:** 13.00-14.30

**Place:** Runnströmsrummet

**Present:** Neus Visa, Maria Ekoff, Van Le Sabrie, Jessika Lind (secretary), Claudia Arasa Cuartiella, Munira Akhter, Martin Säflund, Kicki Ryman, Roger Johansson

**Not present:** Monika Björk

### Agenda

#### 1. Selection of adjuster

Kicki was chosen to adjust the minutes.

#### 2. Approval of the agenda

The agenda was approved.

#### 3. Previous minutes

Van went through the previous minutes, and the following items were commented on:

##### *Annual plan for work environment*

Neus informed that the work on *Ledningens genomgång miljö* has not yet started.

##### *Work environment*

Since last month, the Technical group has had a meeting to discuss the results from the employee survey. The meeting with the PhD students concerning the employee survey, has also been held.

It was concluded that the section in the last minutes concerning the responsibility for lab safety, is worded in a slightly misleading way. It could be interpreted in a way that the AMG decided that that the work environment-responsibility lies on the group leader. This decision is however made centrally by SU, and therefore not an issue that can be decided upon by the AMG. It was therefore decided that the wording should be changed from "... it was **discussed** where the responsibility for lab safety and work environment lies" to "... it was **clarified** where the responsibility for lab safety and work environment lies".

Regarding the question in the previous meeting of whether a BSL2 application should be sent in, Neus informed that this is not necessary.



#### **4. Annual plan for work environment**

- *Chemical inventory:* The inventory was finished on the 28<sup>th</sup> of February.
- *Follow-up Risk assessment:* The risk assessments have been followed up and we passed the recent inspection of the autoclaves which is done bi-annually. Maria informed that we have received stickers to put on the machines to show that they have passed the inspection. From 2025, they might decide that we need constant supervision of the machines. We do however not have to worry about this for a few years.

#### **5. Environment**

Neus informed that food waste containers have been installed in each kitchen. Maria has sent out information to everyone at MBW regarding this.

#### **6. Work environment**

Neus informed that all follow-up meetings regarding the employee survey have now been held, and that the PhD board has received the assignment to formulate whether there are any remaining questions to discuss.

One of the points in the survey where MBW received low marks was regarding the employees' knowledge of the decision making at the department. Neus informed that Jessika is preparing a document explaining MBW's organization. The document can for example be posted to MBW's website and be handed out to new employees. The document can be presented to the AMG when we have a more final draft.

#### **7. Fire safety**

Several fire safety courses will be held during the spring. Maria has sent out an email with information on how to register for the courses.

Neus brought up the question of whether we should allocate a short while during the MBW day for information about fire safety. This was discussed in 2021, but due to a tight schedule, it did not happen. The AMG was positive to the suggestion.

It was also concluded that the website needs to be updated with accurate information regarding fire evacuation leaders. The new list can be sent to Jessika.

A question of to which extent fire safety is discussed at the introduction for new employees, was brought up. It was concluded that the participants are both informed about MBW's fire organization, and showed the evacuation signs in the corridors.

#### **8. Gender equality and equality**

Nothing to report.

#### **9. SAMIR reports**

Prior to the meeting, Munira sent out the SAMIR summary for 2022. One report is missing a registration number, and Neus will get back to Munira with this. This report is about the power cut-off in September last year, which raised the question of whether it is possible to be locked in a corridor during evacuation. We have been informed that the doors lock

since you are not supposed to go back into the building in case of an emergency, and that it should not be possible to get stuck.

Munira also informed that one SAMIR report has been registered since the last meeting. Munira will inform of this during the next AMG meeting.

### **10. Information from the lab safety network at SU**

Kicki shared the following information from the most recent LSN-meeting:

- The waste room in the M-house is being re-modeled.
- The water content in our waste (from organic solvents for example) needs to be calculated. It is however slightly unclear which solvents are included and how it should be measured. Kicki will ask Hanna to clarify this.
- If any problems with end-user declarations should arise, we should let Hanna know.
- The course on working with allergenic substances is under development. In May, Hanna will invite researchers to participate in the course.
- The routines and demands for the course for managers (lab managers, department heads) is under development.
- The radiation safety inspection is finalized. On this topic, Maria informed that you need to take a course to work with ionizing sources. This course is however general and theoretical, which means that you still need to combine it with practical introduction and training in the lab. Maria also encouraged everyone to spread the word that it is important to report if you are working with ionizing sources. If this is reported, the lab where the research is carried out will be covered in the inspection. The isotope lab is also open for everyone to use.
- Munira will take the KLARA administrator course and be Kicki's back-up.

### **11. Safety representative reports**

Nothing to report.

### **12. Other**

Nothing to report.

### **13. The meeting was closed.**

Written by

Jessika Lind

Adjusted by

Kicki Ryman