



Stockholms
universitet

Institutionen för molekylär bioteknik,
Wenner-Grens institut

Protocol Work Environment and Environmental Group

Date: Monday 25th of September 2023

Place: Runnströmsrummet

Present: Martin Säflund, Claudia Arasa Cuartiella, Van Le Sabrie, Alexander Malmstedt, Kicki Ryman

Not present: Neus Visa, Maria Ekoff, Monika Björk, Munira Akhter, Roger Johansson

Agenda

1. Selection of adjuster

Martin Säflund

2. Approval of the agenda

The agenda was approved.

3. Previous minutes

- Van went through the previous minutes. No comments were made on the previous minutes.

4. Annual plan for work environment

- Van brought up that some PhD students have felt that they have a hard time to talk to anyone if they had a problem with supervisor or co-supervisor. Van presented the existing routines regarding these issues where the PhD students can contact the Director of studies, safety representatives, prefect or HR. They can also turn to Avonova if they need more support.

5. Environment

- Nothing to report

6. Work environment

- Nothing to report.

7. Fire safety

- Nothing to report.



8. Gender equality and equality

- Nothing to report.

9. SAMIR Reports

- Nothing to report.

10. Information from the lab safety network at SU

- Kicky Ryman has attended a lab safety meeting in September. The following points was presented.
- They informed about the reorganization of Fastighetsavdelning. Mickael Corell could be quite busy and it could affect the safety rounds.
- Klara chemical register was brought up, the groups on SciFilab have extra institutions where they can do the report. Different institutions should be able to see each other's Klara reports.
- There has been a SAMIR-report about the elevator outside Magneliesalen. There will be a meeting with Fastighetsavdelning. It was 13 elevators that failed the inspections 2022.
- Furthermore, they discussed a more systematic way to do the fire safety. They have put together a list when you should go through service desk and when to report to Akademiska hus.
- They have a new email address that you can email if you have something to report.

11. Safety representative reports

- Nothing to report.

12. Other

- There was a discussion about the actions plan proposal.
- Kicky Ryman commented on the actionplan proposal under "Systematiskt arbetsmiljö- och lika villkorsarbete". She noted that the safety protocol is focused on the lab specifically and limited to certain parts of the work in the lab depending on the purpose of the inspection, not the work environment in general.
- Neus had two comments regarding the action plan proposal, which had been sent in before the meeting via E-mail.

First comment: In relation to the actionplan proposal "*Stöd och information gällande fysisk tillgänglighet och personliga hjälpmedel ska finnas tillgänglig för chefer och medarbetare.*" In my opinion this general sentence is not needed because it refers to many different possible situations, all of them very unusual at MBW, at least those concerning "fysisk tillgänglighet". The situations included here can be of very different nature, and it is difficult to see what the relevant information would be. I don't think it is needed that all managers should know what to do in all those cases. The general rule is that these cases are dealt with on an individual basis, and that one should contact the head of department (main responsible for work environment at the department) if such a situation would arise. The frequent cases

are those related to ergonomics (personliga hjälpmedel), which are already included in the sentence above, in the same section of the action plan.

Second comment: In regards to the action plan for PhD students: This system exists already, there are many different ways to go, depending on the type of question the PhD student needs to discuss. Each PhD student has a ISP follow-up committee to discuss the progress of the studies and achievement of study goals. Moreover, the PhD students can contact: the head of PhD studies for any educational matters the head of department for any question, including supervision and work environment as any other employees, the PhD students can also contact the HR officer at the department, their “skyddombud”, and Avonova.

- There was a discussion regarding a mentorship programme for PhD students. The PhD students ask for a systematic mentorship. The existing routines were brought up and no decision was made.

13. The meeting was closed.

Written by

Alexander Malmstedt

Approved by

Martin Säflund



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