

Attendees: Janna Saarela, Anthony Mathelier, Ingrid Kjelsvik, Gladys Tjørhom, Eirin Solberg, Liv Bjørland and Karen-Marie Heintz

Minutes

Item 1-3/20 Approval of minute from the 22.06.20 LAMU meeting

Conclusions: The minute was approved without comment

Item 2-3/20 Short briefings

- **The new HSE coordinator** Karen-Marie Heintz was introduced in the meeting
Updates on moving from house D3 (Janna): The planning of the move goes well, but there is still some unknown factors concerning rooms at IBV. There will be a renovation of the offices and labs there. The move has created a lot of uncertainty for the group that needs to relocate to IBV, but the project seems to be moving in the right direction. The cost will be the determining factor whether to reuse safety benches from D3 or purchase new.
Two groups will be relocated to E3 and here the rooms are mostly decided. Still there is a need to move benches and equipment before the plans can be final. Some rooms on E3 needs to be emptied.
- **How and which facemasks are distributed at UIO (Ingrid):** UIO has distributed reusable wool facemasks for employees in the case of a demand to use facemasks at work. In addition, NCMM has acquired disposable facemasks. People that take public transport can ask to get either two reusable masks or disposable masks for use during commuting to and from work. The reusable wool masks can only be disinfected 20 times without losing its protective properties.
- **Status Covid-19 courses:** Between 10 to 15 people have not taken one of the two course available. We need approach them individually to make sure everyone have been through the infection prevention courses.

Action items	Person responsible
✓ Ask for more reusable wool/disposable facemasks	Ingrid
✓ Check if the wool masks only can be washed 20x(confirmed in user manual)	Karen-Marie
✓ Approach staff that do not have an infection prevention course	Karen-Marie

Item 3-3/20 Emergency preparedness

Discussion:

The list of contacts in the case of emergency from the Oslo Science Park has been update and two different options for presenting them was suggested. Option one to have it on a separate poster than the other emergency phone numbers or option two which include the numbers on the same poster.

Conclusions:

We will include all the emergency numbers on one poster and print it in A3

Action items	Person responsible
✓ Print and put up new poster with Emergency phone numbers	Karen-Marie

Item 4-3/20 Adverse events

- **Eye injury:** One member of staff got a buffer from gel electrophoresis in his eye. The buffer had trace amount of APS, Temed, Boric acid and polymerized acryl amide. The person was asked to go to the emergency clinic, but did not go.

Conclusions: This should still be registered as a personal injury with NAV.

- **Irritation in eyes and burning sensation in throat/nose:** One member of staff where subjected to gasses from a bulging Lithium-ion battery and felt irritation in the eyes and a burning sensation in the throat/nose. The staff member rinsed out the eyes with water and visited the emergency room. While this incident was the most serious, two other incidents of bulging batteries has occurred in this particular laptop model at NCMM over a period of two years.

Conclusions: Both the health and fire hazard surrounding Lithium-ion batteries must be addressed. In addition, warning about this laptop models should be made to all users at NCMM and Local IT-contacts at UIO.

Action items	Person responsible
✓ Follow up the incident with the bulging Lithium-ion battery	Karen-Marie
✓ Registering personal injuries with NAV	Ingrid

Item 5-3/20 Safety inspection 2020

Discussion:

Due to the move from house D there is a strain on the resources that usually contribute to the safety inspection. Because of this, we should consider an alternative approach this year. One option is to use a questionnaire form about waste, psychosocial environment, the Corona situation or similar. Another option is to postpone the safety inspection.

Conclusions:

There will be a questionnaire about the UIO/NCMM handling of covid-19 and it will be distributed and answered during the two first weeks of November. The answers will be analyzed and presented in an institute meeting.

Action items	Person responsible
✓ Creating a questionnaire	Karen-Marie/LAMU

Item 6-3/20 The HSE-online introduction

Discussion:

Liv has made a questionnaire meant as an HSE introduction into all the different HSE aspects new employees might need to know about when they start. The combination of multiple questionnaires in Nettskjema does not work so we need to have one questionnaire per subject. One for general topics, GMO, Chemicals etc. This should be a learning tool for new employees and when changing the profile of a project they may answer other questionnaires not included when they started at NCMM. We need to document the employees and students participating in ephorte. In order to ensure all employees get the right questionnaires the group leaders need to inform the HSE coordinator what training/information they need.

Action items	Person responsible
✓ Finish and publish Questionnaires	Karen-Marie

Item 7-3/20 Members of LAMU

Who will continue?

Anthony Mathelier is willing to continue as representative for the group leaders if wanted. Erin Solberg continues as safety representative until her leave. Gladys Tjørhom is willing to continue as representative for the employees. In addition to office manager, NCMM director and HSE coordinator.

Comment:

It would be a valuable addition to LAMU if we could get a representative for the scientific staff in the form of a PhD student or postdoc.

We should also make what happens in the LAMU meetings better known. By emailing the report, short presentation in the institute meeting or in newsletter?

Action items	Person responsible
✓ Recruiting new member in LAMU	Ingrid

Item 8-3/20 Time for the 4th LAMU meeting 2020

November 25th 10.-12.00

Item 9-3/20 Miscellaneous

Discussion:

In case of pregnancies who can one approach to make sure the work is safe. Contact the occupational health service (Bedriftshelsetjenesten) or ask the HSE coordinator for help.

Other Information

Attachments

Emergency phone numbers