

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

Minutes

Item 1-4/20 Approval of minute from the 16.09.20 LAMU meeting

Conclusions: The minute was approved without comment

Item 2-4/20 Short briefings

- **Updates on moving from house D3 (Janna):** The move from house D is ongoing and the building process at Kristine Bonnevis house (KBH) is not completed. There are some challenges to putting in the infrastructure for internet due to asbestos.
The Luecke group are planning to move to KBH second week of January 2021, The Haapenniemi group will move in week 50 and the Staerck group will move the second week of January both to house E. The equipment from House D has been allocated to the different new labs and there is a process on dividing the common chemicals between the groups. Any surplus chemicals will be offered to the other groups at NCMC.
The office spaces situated at the Olo Science Park location has been planned and there is enough space for now. Future expansion planned by the groups might make reshuffling necessary. There is also plans for hiring two new group leaders. There is a concern that the space requirements will influence the choice and not only the scientific excellence, which is not an ideal situation.
- **Waste handling in KBH:** In the IBV they have the policy that no waste of any kind can go in the drain. This will also apply for the new life science building so we need to adjust our routines for waste handling. This means for the group moving to KBH that they need to collect waste from FPLC and clean media to deliver as organic waste 7152 and that all GMO waste must be collected in flasks and put in the yellow risk boxes. The waste from FPLC is mainly water with trace amounts of tris, sodium chloride and ethanol and during the discussion in LAMU it was decided that we need to look into an exception for this waste fraction. This might take time so the group moving to KBH must collect their waste.
- **Status Covid-19 courses:** All employees on the list lacking a course from the last LAMU meeting except one, have taken the course.

Action items

Person responsible

✓ Look into exception for the waste fraction from FPLC

Karen-Marie

Item 3-4/20 Election for safety representative

Election

It is time for a safety representative election again and we need to open for candidates. We will both ask the current safety representative and send out an invitation to all employees via email.

Action items	Person responsible
✓ Send out email asking for candidates	Karen-Marie
✓ Addressing the need for a safety representative in the group leader meeting	Janna

Item 4-4/20 Adverse events

- **Accident with formaldehyde:** After a run of electrophoresis using buffer containing formaldehyde a student opened the electrophoresis chamber on a lab bench. During the run heat had built and vapor formed. The student, that held the face close to the chamber when opening it, inhaled and got the gas in the eyes. After experiencing burning sensation in throat and eyes and rinsing the eyes out with water, the student called the Giftsinformajonen. On their advice, the student went to the emergency room. There they rinsed out eyes and check the lungs. After returning home the student had to return to the emergency room and where admitted for observation overnight. The student stayed at home for a couple of days after this episode.

Formaldehyde is toxic by inhalation and are a CMR chemical (suspected of causing cancer and can give rise to genetic damage)

Conclusions: Report personal damage in NAV. Find out the routines before the incident.

- **Electric circuit overload:** In one of the offices in E3 the power went off and a smell was noticeable and assuming this was due to a malfunctioning electrical device IT was contacted and the employee left. The next day it was discovered that there was no power in the room and after a visit from an electrician; the cause of the problem was still not identified. The multi-unit power strip was checked and it didn't show any signs of burn/damage

Conclusions: Even though this was not big issue now we should pay attention for future events

Action items	Person responsible
✓ Find out what the routines for handling gels with formaldehyde before incident	Karen-Marie
✓ Registering personal damage in NAV for one case	Ingrid

Item 5-4/20 Safety inspection 2020

Discussion:

The results of the safety inspection in the form of the questionnaire Corona handling at NCMM was presented in the meeting. There was discussions on the results, on how to interpret the data and how to best present them in the best way.

Conclusions:

The results of the safety inspection questionnaire will be presented in the institute meeting on December 7th. Based on the results we should make action points and people should be encouraged to suggest points.

Action items	Person responsible
✓ Creating the presentation	Karen-Marie

Item 6-4/20 NCMM WIKI

Discussion

To make it easier to find useful and important information and for giving new employees one place to find all information a suggestion to make a WIKI page has been made. Anthony already have one and we use this as a template. It should contain all useful information we need. In addition to the suggested topics in the attachments how to order came up as a suggestion.

Action items	Person responsible
✓ Look further into how a WIKI could look and start on some text.	Karen-Marie +?

Item 7-4/20 Training Quiz

Discussion:

The questionnaires are as good as ready and should be tested on some of the employees before we launch them on everyone. Since it will differ which ones people need to take we need an overview from the group leaders which employee should answer what quiz. From that list, some employees/students will be asked to test the quiz.

Action items	Person responsible
✓ Making a list that can be distributed to the group leaders	Karen-Marie

Item 8-4/20 Time for the 1th LAMU meeting 2021

Wednesday January 20th 10.00-11.30

Item 9-4/20 Miscellaneous

Discussion:

The HSE coordinators from IBV, FAI, MN and NCMM have sent a letter to the central HES department asking for postponement on the putting the cost of hazardous on the institutes. Due to this, experimental subjects will suffer if this done in a improper manner and the central HMS wants the institute to tidy up the chemical inventory and this could be hindered by with additional cost. In addition, some the letter addressed some technical issues regarding Ecoonline.

Other Information

Attachments