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**Attendees:** Janna Saarela, Anthony Mathelier, Ingrid Kjelsvik, Gladys Tjørhom, Pavel Kopcil, Eirin Solberg, Rasma Gutsme, Trine Evensen and Karen-Marie Heintz

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## *Minutes*

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**Item 1-4/22** Approval of minutes from the 08.09.22 LAMU meeting

**Conclusions:** The minutes was approved without comment

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**Item 2-4/22** Safety inspection 2022

The safety inspection 2022 at NCMC focused on the topic ventilation. The inspection was divided in two parts.

1. Special ventilation: Since NCMC have had a lot of problems with the regulation of the special ventilation in 2022 we need to consider upgrading this. This is a considerable investment, and it is important to upgrade enough but not too much. This part of the inspection consisted of requesting documentation on use, protocols, training etc. from all the groups and a physical walk through of the areas. The special ventilation part was limited to the lab areas in Forskningsparken since this is where we have had problems and the fume hoods in KBH are much newer and have no need for this upgrade.
2. Office ventilation: Some issues has been reported about the office ventilation and a questionnaire was used to investigate the magnitude and nature of these problems.

The findings of both parts were presented in the meeting. See attached PowerPoint file

**Conclusions:**

1. Special ventilation: training protocol/check list should be produced for NCMC to document that all elements of training have been done.
2. Office ventilation: follow up with the property department at UiO about the two offices in E3 that have the most problems with temperature, draft and ventilation.

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**Item 3-4/22** Fire safety lack of compliancy NCMC

Wednesday November 2, we had a walk through with the UiO property department. This was initiated after a fire safety evaluation performed by Forskningsparken. NCMC had several improvement points. The points found and what still needs improving were presented in the meeting. See attached PowerPoint file

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**Item 4-4/22** New safety representative

Nancy Saana Banono is the new safety representative for NCMM for the election period 2023/2024 and Stine Malene Hansen Wøien continues as the deputy. LAMU thanked Eirin Solberg for her contribution as a safety representative for NCMM for many years.

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**Item 5-4/22** LAMU members 2023/2024

Gladys Tjørhom, Anthony Mathelier and Pavel Kopcil have all served in LAMU for two years.

This will be a topic in the next group leader meeting. Gladys can continue as an employee representative.

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**Item 6-4/22** Time for the first LAMU meeting 2023

The first LAMU meeting 2023 will be third week of March 2023. Ingrid will send an invitation at a later date.

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**Item 7-4/22** Miscellaneous:

- Upgrading of light fixtures in Forskningsparken. The UiO property department will change out all the light fixtures with new LED due to the state of the old fixtures. Rasma will coordinate with the EA, the company doing the job and the group leaders.
- Handling of chemical waste until the new HSE coordinator is in place. An instruction will be sent to the GL and the engineers to instruct them to collect and store the waste appropriately.

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***Other Information***

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**Attachments**

Report meeting 08<sup>th</sup> of September 2022

PowerPoint presentation held in meeting called presLAMU251122