

LAMU NCMM

Attendees:

Janna Saarela, Anthony Mathelier, Ingrid Kjelsvik, Rasma Gutsmitte, Gladys Tjørhom, Sissel Eikvar, Nancy Banono and Dina Ruud Aronsen

Minutes

Item 1-2/24

Minutes from the LAMU meeting 26.01.24 approved

Item 2-2/24

Brief updates:

CIM- Ventilation: The yearly service is scheduled for next Tuesday. During this time, we will also inquire if it's possible to adjust the fume hoods' settings so that they don't interfere with the lab ventilation or the automatic door closing mechanisms. Additionally, we will discuss the type of ventilation needed for working with Xylene.

Regarding the fume hood with direct outdoor ventilation, we received a quote from Bryn for NOK 100,000 to repair it. Sissel will contact Sandra Kunz to determine if this type of fume hood will be needed before our move to the Life Science building.

UV Light: It has been observed in the cell labs that the UV lights in the laminar flow benches have been turned on while people are present in the lab. Due to reflection, there could be radiation exposure even if the shield is down. We should draft a new procedure and inform users that the UV light should only be turned on when no one else is in the lab.

Item 3-2/24

ARK

We are still missing the action plans from five of the groups. A reminder will be sent to these groups. Once all the plans are received, we will identify topics that should be included in the common action plan for whole NCMM.

Item 4-2/24

Water leakage

In the evening at 16.04.24, we experienced a significant water leakage at NCMM in the washing facility. The RO water tap was raised to a position that caused water to burst over the sink onto the floor, and the tap was left open. This was likely due to a fault in the sensor of the RO tank, which incorrectly registered the tank as empty and turned off the pump. When the water level rose, the pump started again, causing water to flow from the tap. This led to the water being turned on and off throughout the night, resulting in approximately 1000 liters of water flooding the floor and leaking down to the floors below.

An inspection was conducted with representatives from Forskningsparken, their insurance company, and UiO's property department. The walls of the affected areas have been opened, and drying fans have been installed for 2-3 weeks before a follow-up inspection.

No instruments were damaged, but water was found on the Tape station and some on the Light Cyclor in Biswajyoti Sahu's lab. The Tape station has undergone service and has been moved to another lab, while the Light Cyclor, which is not currently in use, has been moved away from the wall. We will need to check both instruments after some time to ensure they are functioning properly.

Several measures are being considered to prevent this from happening in the future: installing a new alarm on the floor that switches off the RO water, turning off the pump at the end of the day, enforcing stricter supervision of students, and better controlling access to the washing facility, possibly by using a code on the lab tag.

We will prepare a ROS report for both Forskningsparken and a more detailed one for the property department.

More information will follow.

Item 5-2/24

Reorganization/moving of offices

The offices of Charlotte Boccara and Irep Gözen have been swapped.

Rasma asked the moving company when they could handle the remaining moves, but they are very busy for the rest of the spring and likely won't be available until July. They do have a few short time slots earlier. Since Rasma will be here in July, we will reach out to all employees affected by the move and ask them what the best solution is.

Item 6-2/24

Introduction/training for newcomers. Responsibility and documentation

There have been issues with getting newcomers to attend the introduction meetings. Some do not show up, and others cancel for various unimportant reasons.

Group leaders need to emphasize that everyone at NCMM must attend this meeting. It is also suggested that access tags should not be handed out until after they have attended the meeting. A refresher course for employees who have been at NCMM for a long time has also been suggested.

For groups that have short-term or occasional visitors, it is recommended that they are shown the emergency exits and instructed on what to do in case of a fire.

Last year, we implemented a quiz in the introduction using "nettskjema," but we have just received a notice that some of the functions in this form will no longer be available after August 30th. Some of these functions, such as multiple choice and extracting lists of correct answers, are ones we currently use.

We need to explore alternatives. Ingrid and Sissel will discuss this with Torfinn. It was also suggested that everyone should take the quiz immediately after the meeting, as it is difficult to ensure everyone completes it on their own.

In the future, we plan to divide the introduction into two meetings: one general introduction covering fire safety, and another for lab workers that focuses on lab safety, our lab routines, responsibilities, etc., including information from Gladys about the washing facility, supply center, ethanol routines, etc

Item 7-2/24

Access to the lab, external users and overview of the users.

As mentioned in the last LAMU meeting, it was discovered that personnel from Share-lab had their own access tags, allowing them to enter the labs and use centrifuges without permission. After the water leakage, we also found that Nextera possesses four tags that enable access to RO water after working hours.

There was a discussion about how to address this issue:

- For external users, we could restrict the access times on their tags. Installing pin codes on the relevant labs is another option.
- Most importantly, we need to ensure that all tags are returned at the end of a contract.

Date: Monday 13.05.2024

Time: 10.00-11.30

Location: Forskningsparken Milli E3

- External users should sign a contract and be issued time-limited tags with an expiration date, after which the tags will be deactivated. These tags should only allow access during regular working hours.

Item 8-2/24

New safety representative

We would like to welcome Dina Ruud Aaronsen as the new safety representative, succeeding Nancy Banono. We need to send an email to everyone with information about Dina's new role as safety representative, as well as Rasma's role as the new lab manager, along with an explanation of their responsibilities.

Item 9-2/24

Miscellaneous

Risk Assessment at the Medical Faculty

Ingrid has received some information about a risk assessment for the entire Medical Faculty. We will reach out to Anita Varsi Øyen to clarify whether NCMM is included in this assessment or if we need to create our own report.

Ventilation in Marieke's Office

The ventilation in Marieke's old office is not functioning properly. This will be repaired before the final office relocations.

HSE-Life Science

It has been challenging to obtain information about the process in the Life Science building. Although we are now attending the "brukerstyrprosjekt" meetings, they provide limited information. Rasma and Elizabeth will continue to participate in these meetings, and Sissel will seek information regarding HSE in the Life Science building and identify any HSE meetings she can join.

Alarm Systems for Freezers

There is a need to update the phone list for the freezer alarms, as several numbers belong to people who are no longer working at NCMM. Rasma will contact Erik Langeland to update it with the new contact information.