

SCHOOL of CHEMISTRY HEALTH and SAFETY COMMITTEE

28th April 2008 at 2:30 p.m. in Room 7.28

In attendance: Prof. P.O'Brien, Ms. C.Davidge, Dr P.Quayle, Dr. E.M.Armstrong, Dr. D.Smith, Mr. K.Jones, Mr. G.Smith, Dr. M.Attfield, Mr. K.Greenway.

1. Apologies

Prof. F.Livens, Dr. P.O'Malley, Mr. J.Robinson, Dr. R.Dryfe, Mr. T.Graham, Dr J.Martin

2. Minutes

The minutes of the last meeting held on 25th January 2008 at 2:30 p.m. in Room 7.27 were passed with minor amendments

3. Matters Arising

- 3) The photoreflexive tape has not proved effective and will be replaced by photoluminescent tape. A review of emergency lighting provision is underway and any upgrade to the systems will be dependant on its findings.
- 3) Evac. chair training is still to be arranged
- 7) Sound levels in the server room on the 7th floor have been measured and are below actionable levels
- 10) Student accident. The formal report has been received by Management Committee and will be circulated to H&S committee members shortly – see Appendix 2

4. Correspondence

An e-mail re: Mislabeled Oxygen gas cylinders has been circulated
Updates to various University policies are now available including transport of biological materials in private hire vehicles.

5. Chairman's Business

Accident rates in the Teaching Labs are causing concern – see item 6
The Chairman, on behalf of the committee, would like to record his thanks to Mr Ken Jones for his invaluable help and input during his time as a member of this committee.
The explosion at the MIB building was discussed. This incident had the potential to have been much worse and served to highlight the problems concerning scale up of experiments involving azides. The need to understand the difference between risk assessments and COSHH assessments in such experiments was noted.

6. Accident / Incident Statistics

Spreadsheets and associated graphs of the latest figures can be found in appendix 1. The incident rate (per 1000 students) has risen sharply but this may be due to more diligent logging of accidents. The sharpest rise seems to be amongst second year UGs so student numbers are probably not at the root of this rise. It was noted that the quality of students as measured by their A level scores is rising steadily, there have not been any major changes in the course and the accidents seem to be evenly distributed over all the experiments.

Present strategies for reducing the accident rate include:

- More training for demonstrators
- New instruction manual for students
- Glossary of Safety terms
- Get the PG demonstrators to perform the experiments so they can see where the risks lie.

7. Inspection Reports and Arrangements for Inspections

6th Floor - A significant number of extinguishers are inaccessible and need to be moved. Some Fire exits are blocked and revisits are needed to ensure that action is taken to correct this.

5th Floor – Unsupported gas cylinders were found in one lab and immediate corrective action was taken. Some FCs marked unsuitable, were found to be in use. This was thought to be due to a breakdown in communications where Estates adjust the fan systems to make the FC work effectively but don't report back to the School to allow for retesting before being they are put back into use.

EMA to tighten up on Permit to Work system

8. Next inspections

Teaching Labs – Wed 30th April 11:00 am – EMA, GS, CD

4th Floor – Wed 21st May - DJS, GS, AS

3rd Floor – tba – DJS, EMA, CD

9. Dates of next meeting(s)

Monday 2nd June 2008 at 2:30pm in 7.27

Monday 14th July 2008 at 2:30p.m in 7.27

10. A.O.B.

- 1) It was requested that Biological Safety should be included in H&S updates
- 2) WEEE bins – the University Waste Co-ordinator is looking into Waste Management provisions in the University as a whole and action is postponed until he reports back.
- 3) It was agreed to co-opt Simon Holden onto the committee
- 4) It was also agreed to set up a subcommittee to chase up inspection report compliance.
- 5) It was proposed that when POB is not present the committee should be chaired by an alternate from the Management Committee.

There being no other business the meeting closed at 15:45 p.m.