

SCHOOL of CHEMISTRY HEALTH and SAFETY COMMITTEE

25th January 2008 at 2:30 p.m. in Room 7.27

In attendance: Dr. E.M.Armstrong, Dr. D.Smith, Mr. K.Jones, , Dr. P.O`Malley, Mr. G.Smith, Mr. A.Griffiths,, Mr. J.Robinson, Dr..M.Attfield, Dr. R.Dryfe, Mr. K.Greenway, Mr. J. Martin.

1. Apologies

Prof. F.Livens, Prof. P.O`Brien, Ms. C.Davidge, Dr P.Quayle

2. Minutes

The minutes of the last meeting held on 30th November 2007 were passed with minor amendments

3. Matters Arising

- 2) There appears to be no definitive guidance on how long different types of records should be stored and 50 years has been adopted as standard
- 3) The digital locks have been replaced
- 5) First Aiders – Occupation Health responded to our concerns re first aid provision by referring us to Human Resources.
- 11) Security Review – a report has been produced to go to Manage Committee soon.
- 11) EMA has looked into better provision of lighting on the stairwells during out-of-hours. In the first instance fluorescent tape will be applied around the switches. PIR detectors were suggested as a possibility but this may have to await a possible upgrade to the fire and emergency lighting systems.
- 11) Evac chair has been renewed and training is to be rearranged
- 11) Soap dispensers - ongoing

4. Correspondence

Chemical Weapon and Dangerous Drug precursor returns have been completed and returned.

5. Chairman's Business

University Chemical Safety Advisors Forum met and included speakers from MI5 and SOCS. It noted that individuals in academic situations had been prosecuted for incorrect compliance with regulations. Guidelines are to be drawn up and adopted as best practice. The School will be hosting the Winter 2009 meeting.

The authorities would like to track more chemicals including acetone. Logging may be requested but it is hoped that the above mentioned guidelines will make it unnecessary.

Another Solid State NMR magnet will be run up in the near future.

Tarmac will not be used in the rear yard but granite sets may be put down instead. This may still cause difficulties for wheeled trucks.

6. Accident / Incident Statistics

1 fall, 1 cut finger and 1 faint

1 incident where the bottom shelf of a truck collapsed breaking 4 winchesters: 3 x THF and 1x Ether.

7. Inspection Reports and Arrangements for Inspections

Basement – Housekeeping was the main issue. It was noted that the oxygen depletion monitor system was up and running

7th Floor – A broken sink and an algae covered box were noted as possible Legionella sources. It was noted that not all persons using the server room were familiar with the fire suppression system and that more training was needed. Sound levels in the server room should be checked with a view to setting a maximum permitted occupancy time. Paper storage was an issue and VDU assessments were needed.

8. Next inspections

6th Floor – tba - DJS, GS, JR

5th Floor – tba – DJS, GS, EMA, JM

9. Dates of next meeting(s)

Friday 28th March 2008 at 2:30pm in 7.27

Friday 6th June 2008 at 2:30pm in 7.27

Friday 25th July 2008 at 2:30p.m in 7.27

10. A.O.B.

As follow-up to the serious accident suffered by an undergraduate student, KJ was asked to produce an independent report concerning general safety issues within the UG lab. This has been completed. In general quizzing the students on their general safety knowledge of the area surrounding them produced poor results and highlighted failures in the system and the need for more training including more demonstrator training.

It was agreed that there would be an unannounced reinspection at an appropriate time to be decided.

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