

Acronyms and initials used:

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| AMB | Mike Beal |
| AV | Anton Vogels |
| BABS | School of Biotechnology and Biomolecular Sciences |
| BEES | School of Biological, Earth and Environmental Sciences |
| BSS | Biological Sciences Store |
| CM | Chris Myers |
| DH | David Hair |
| EM | Emily Miller |
| EMU | Emergency Management Unit |
| ET&T | Electrical Testing and Tagging |
| EWIS | Emergency Warning Information System |
| JW | Joanne Wilde |
| LI | Lance Islip |
| OHSC | Occupational Health and Safety Committee |
| PA | Paul Adam |
| PPE | Personal Protective Equipment |
| RF | Rad Flossman |
| UNSW | University of New South Wales |

Meeting began at 9.06am. Present: DH, PA, AMB, RF, CM.

1. Apologies

EM, JW

2. Minutes of the Previous Meeting

Confirmed

3. BSS Issues

- a. Use of Store as Passageway** Issue held over to next meeting.
- b. Corrosive Cabinet in Fuel Store** Issue held over to next meeting.
- c. Other Issues** DH to check with AV if flood on March 10th affected Store and if backup key to the Store might be made available for use in an emergency such as a flood. DH also to check if the sprinkler system is again in operation.

4. Business Arising from the Minutes

- a. Firearms** T.Dawson now has licence. Copies of all paperwork to go to AMB. S. Griffith is willing to transport dart gun back to UNSW from Fowlers Gap. AMB to update next meeting.
- b. OHSC Safety Inspection Schedule** DH to send April schedule by March 31st.
- c. Compliance in Wearing of PPE** CM/DH have been monitoring classes, especially First Year. There have been several instances of incorrect footwear and of labcoats not being worn, even among demonstrators. Warnings have been issued. CM/DH to continue monitoring compliance. RF to raise this issue at the next Level 2 meeting.
- d. ET&T of Student Items** Nothing further. RF to update next meeting.

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| <p>e. Medications in First Aid Kits meeting.</p> <p>f. Emergency Evacuations from Lecture Theatres to raise issue again with EMU.</p> <p>g. Safety Products Trial be held. JW to update next meeting.</p> <p>h. Shoulder Injury remains on restricted duties. Physiotherapy is being continued.</p> <p>i. Knee Injury surgery this week. DH to update next meeting.</p> <p>j. Common Area Supervisors have a nominated supervisor. To do so by next meeting.</p> <p>k. Elections staff and students re OHSC elections.</p> <p>l. Light Fitting in Room 608</p> | <p>Item held over until next</p> <p>No action has been taken. CM</p> <p>April trials of repellants still to</p> <p>Injury improving. Staff member</p> <p>Staff member undergoing</p> <p>DH still to check if all areas</p> <p>RF to send reminder to BEES</p> <p>Problem fixed.</p> |
| 5. Hazard/Incident/Injury Reports | |
| <p>a. Cut Finger first aid. Advised to use correct tools in future.</p> <p>b. Radiation Incident radiation badge stored in Room 531. Room checked for possible radiation source. None found.</p> | <p>Staff member cut finger. Given</p> <p>Anomalous reading on unused</p> <p>possible radiation source. None</p> |
| 6. Emergency Evacuation System | |
| <p>a. EWIS Upgrade change of location of EWIS. CM to follow up.</p> <p>b. Building Evacuation March 8th.</p> <p>c. Contractors Propping Fire Doors Open practice by LI and BABS.</p> | <p>Planning continues. Possible</p> <p>Practice evacuation held on</p> <p>Have been warned to cease this</p> |
| 7. Other Issues | |
| <p>a. Access to Wallace Wurth soon require swipe card access. DH to organize procedure for access to Wallace Wurth Lower Ground for those needing to transport cylinders to and from the Gas Cylinder Store.</p> | <p>Entry to Wallace Wurth will</p> <p>to Wallace Wurth</p> |
| 8. Date of Next Meeting | |
| <p>Thursday, April 27th, at 9am in Room 608.</p> | |

Meeting ended at 9.40am.

Items requiring no further action: 4h, 4l, 5a, 5b.