

Acronyms and initials used:

AMB	Mike Beal
AQIS	Australian Quarantine Inspection Service
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
CMBB	Centre for Marine Biofouling and Bio-Innovation
DH	David Hair
EM	Emily Miller
ET&T	Electrical Testing and Tagging
EWIS	Emergency Warning Information System
JW	Joanne Wilde
LI	Lance Islip
NT	Northern Territory
OHS	Occupational Health and Safety
OHSC	Occupational Health and Safety Committee
PA	Paul Adam
PPCE	Personal Protective Clothing and Equipment
RF	Rad Flossman
SHIMS	Sydney Harbour Institute of Marine Science

Meeting began at 9.08am. Present: DH, RF, AMB, CM, PA, JW, EM, AV.

1. Apologies

LI

2. Minutes of the Previous Meeting

Confirmed

3. BSS Issues

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|---------------------------|---|
| a. Uveto | BEES informed that these products are now carried by the store. |
| b. CMBB Deliveries | Issue resolved. |
| c. Other Issues | Nil |

4. Business Arising from the Minutes

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| a. OHSC Safety Inspection Schedule | DH to send June schedule by June 1st. |
| b. Medications in First Aid Kits | Have been distributed to monitors. |
| c. Regulator Testing | All regulators OK except possibly for one. DH/AMB to discuss this issue. |
| d. Acid Spill | DH/CM still to see D.Cohen re risk assessments and safety training for aqua regia work. |
| e. ET&T Cowan | New Cowan Director now aware of earth leakage problem. Earth leakage to be tested again in June/July. Longer cords will probably be installed for heating of tanks. DH to update next meeting. |
| f. Fire Blankets in Tearooms | Installed in Room 457. DH to check if there is an isolation switch for the stove in that room. |

- g. Firearms Storage** D.Pagé has investigated necessary paperwork. It appears dart gun storage might not be as much of a problem as it seemed. DH/AMB to meet with D.Pagé re storage issues. Dart gun due to return from Fowlers Gap in July.
- h. Gas Leak** Issue still being investigated by Facilities. DH to update.
- i. Room 447** Hazard report re microbiological contamination to be submitted by EM. DH to take up issue with Zone staff.
- j. BEES Website** DH to approve website update by 1st June.
- k. Leak into G20** Problem has been fixed. DH to inform BEES of procedure if such a problem recurs.
- l. Tendonitis** Condition improving. Not much more work to be done. DH to inform BEES of this issue.
- m. Risk Assessments for Chemicals** BEES have been informed.
- 5. Hazard/Incident/Injury Reports**
- a. Injury Collecting Firewood** Field trip risk assessment to be updated. DH to email BEES re this issue.
- 6. Emergency Evacuation System**
- a. EWIS Upgrade** Regular emails re progress sent. Most work will be finished within a month.
- b. Interim Evacuation Plan** Once construction of the Cancer Research Building starts, egress from Wallace Wurth will be via Biological Sciences. CM to investigate temporary changes to Biological Sciences emergency exit procedure to prevent overcrowding.
- 7. School Boat Policy**
Policy discussed re use of school boats for excursions, including SHIMS and pre-school/primary school. DH to discuss legal issues with I.Suthers and OHS issues with P.Hallam (SHIMS).
- 8. Report from Faculty OHSC**
Meeting held 23.5.07. Of most interest to BEES:
- a. AQIS** RF to talk to BABS re letter being drafted concerning variability of advice re AQIS requirements
- b. WorkCover Audit** Scheduled for week beginning July 16. It is expected that two criteria will be audited.
- 9. Other Issues**
- a. PPCE Guideline** Comments to RF re draft guideline as soon as possible. Issues to raise include footwear and disposable labcoats.
- b. G20/21** Powerpoints facing sinks to be taken out of action because of the possibility of being splashed.
- c. Health Warning for NT** Because of the extended wet season, a health warning re arbovirus diseases has been issued for the next three months.
- d. OHS Chairpersons' Meetings** Recommended that these be discontinued. RF to advise Faculty OHSC.
- e. Safework Australia Week** To be held 22-26 October. Ideas to RF.

f. High Street Closure

High Street will be closed for a week during the papal visit in 2008. This might have an effect on OHS. RF to bring issue to attention of Faculty OHSC.

10. Date of Next Meeting

Thursday, 28th June 2007, at 9.00am in Room 608. To be confirmed.

Meeting ended at 10.35am.

Items requiring no further action: 3a, 3b, 4b, 4m, 9b, 9c, 9e.