



EHS Group meeting

Present:

Lars Isaksson, Chairman of EHS group, Work environment representative
Maria Göransdotter, Head of Department
Peter Lundholm, Equal access representative
Hannes Lidfeldt, Student representative sustainability

Absent:

Catarina Henje, Vice work environment representative
Sara Eriksson, Equal access representative
Karl-Gustaf Bergstedt, Consultant
Martina Eriksson, Student representative Work environment
Idil Tunga, Student representative equal access
Marije de Haas, Staff repr sustainability
Gunnar Anderung, Vice staff repr sustainability
Student substitute: Fanny Eklund (Workenvironment), Fanny Eklund (Equal access), Idil Tunga (Sustainability)

1. Last meeting's protocol.

- Ventilation* and resource investigation ongoing (see item 2).

- *SysAid* is now installed in all lab computers, and in most of the staff computers. Caretaker not yet in the system. Information to be given at April school meeting.

- Student kitchen* trash cans. Signage is there, but the cleaning routines need to be emphasised.

- *Equal access policy* ready. **Sara** is checking routines and UmU rules for the alco meter.

- Marije de Haas** and **Gunnar Anderung** are *staff representatives for sustainability*, but will not be able to attend EHS meetings so often.

- Quality documents* will be updated. **Maria** initiates this.

- No report yet from **Catharina** on the *evaluation of the IDI studio / computer lab relocation*. This needs to be done before entering any re-structuring process of the UID facilities for next year.

- No information from **Catharina** about eventual school meeting *lecture on stress* management.

2. Info from Work Environment group:

Work environment group has been handling the issue of UID plan drawings and setting the foundation for *checking ventilation and light*. There are more than 50 different plans of UID

facilities, with different information on them, but no plans with a general compilation of all relevant information. The landlord, Baltic, have been very helpful in locating all the drawings, but further processing of these is needed in order to go further with the ventilation and resource investigation.

Disabled students. How do we manage to provide access to facilities and education at UID for students in wheel chairs. Ongoing work with this.

In the new Aurora internal UmU web, there are *useful documents* for UmU work environment work: <https://aurora.umu.se/regler-och-riktlinjer/Anstallning/Arbetsmiljo-och-lika-villkor/>

3. Info from Equal access group

UmU equal access plan is on round 2 of collecting comments from departments at UmU, and will soon be established.

The equal acces lecture with Eva Svedberg is planned for this autumn instead.

4. Info from Sustainability group:

Labels for trash cans have been made for student kitchen by Hannes. Information has been put up to clarify cleaning routines.

5. Ventilation and Light

Problems with *ventilation* since the founding of the school in 1989. When the school was built, there were not this many staff – and not this many computers – as part of the calculation. Also, the guidelines and rules for ventilation have been changed since then. One reason why the ventilation is perceived as bad is that the ventilation is shut down during evenings and weekends. What would the costs be for running full ventilation evenings and weekends?

Discussion ongoing with Baltic about ventilation infrastructure after the paint box ventilator broke down and was down for 1,5 week. There seems to be no backup plan for handling breakdowns for the other ca 10 ventilation motors in the building. **Lars I** involves Rickard Olsson in the discussion.

Light: nothing done so far. Noone participated in the lighting seminar earlier this spring. Maria contacts Feelgood to see if they can assist in checking the situation with lighting in the offices and studios.

6. Checklist for staff and students – If something happens during a travel and you need emergency care, list of contact etc.

We need a routine and check list for travels within and outside Sweden, for both staff and students, including making in case of emergency-contact details, routines for checking insurance etc. **Sara** assigned to initiate setting up a check list (for staff and student travel).

7. Additional questions

Order and neatness. We need to continue working with helping each other maintain a positive and helpful atmosphere at UID when it comes to order and neatness in the broadest sense!



8. Next meeting
May 6, 2014