Minutes

1. Present: lab representatives listed here.

2. Apologies:

3. Review of minutes of previous meeting.
   All items are covered below.

4. Committee membership
   Scot and Kim need to be informed of any changes made to safety committee membership.

5. Nanomaterial safety.
   ○ Suspensions of nano-materials need to have risk assessments written for work with them because suspension could dry out and allow air nano-particulates to form.
   ○ Ron has ordered masks for work with nano-materials. Please see Ron if you need one.
   ○ Please refer to Karen Hapgood’s email on the 8th of February this year for a full requirements for those people working with nano-materials.

6. Action items from previous minutes
   Kim has come up with a plan for teams of two to walk around Chemical Engineering every week checking on housekeeping and whether people are wearing the appropriate PPE. Her plan is for tickets to be issued for breaches. At the end of the year the tickets will be counted. If a person has too many tickets they will be banned from the laboratory for a certain period of time.
Safety Issues from faculty (JH/PS/RG)

This year Risk Management training will be a requirement for all new PhD students. Existing staff will also need to do Risk Management training for staff.

OH&S staff induction will also be mandatory. The meeting requested that we get a report of the percentage of people in Chemical Engineering who have received inductions.

Laboratory managers will need to be competent and keep their laboratories tidy.

Faculty plan for 2013 will be issued soon. There will be an emphasis on health and a big focus on training.

Other items can be found in the report.

Update on Inspections (RG)

2013 Inspection programme for S1 draft copy attached. Still unclear whether 36/222, New Horizons Labs and 37/G01, 02 will be part of our inspections.

The Rheology and BEL labs have been inspected. The issues identified for work were labelling, storage of boxes and general housekeeping.

Summary of any incidents reported since the previous meeting (RG)

- None

General Business

- Engineers Australia will do a walk through of selected laboratories on Friday the 15th of March.
- The launch of computer safety databases will occur soon. If the laboratory area is restricted, the laboratory will get a tablet instead of a computer.

Suggested time and dates for remaining meetings, 2.30 pm, Departmental Meeting room.

- 10th April