1. Present: lab representatives listed here.

2. Apologies: John Hayman, Ron Graham, Sigappi Narayanan

3. Review of minutes of previous meeting and action items.
   1. Extraction system to remove coal dust from garage area. There has been no further action on this, so far as we know. Jill Crisfield will follow up with Ross.
   2. Blood training. Blood training at APPI will cover both the theoretical and practical laboratory safety measures with the use of blood. Heather will be conducting two sessions starting from this Thursday.

4. Update on undergraduate lab safety (Esther)
   Safety cards have been produced and safety sessions have been run for all demonstrators. A penalty system will be implemented for all lab students, similar to one for all post-graduate researchers. The 1st lab is being run today. Thank you to all the demonstrators who have taken part in the new safety systems than are now in place.

5. Weekly housekeeping and walk around (Kim)

6. Safety Issues from faculty
   Margaret Rendell was introduced to the group by John Hayman. Margaret is an expert in radiation safety, and will be taking over from John Hayman immediately. Anything that was being sent to John should now be sent to Margaret.

   There will be safety project training available in Sept/October.
7. Update on Inspections (RG)
   1. 1st semester inspections (Any outstanding?) No update from Ron. Brad will need to be replaced as he is on paternity leave.
      - 2nd semester inspection timetable (Released)
         All staff have been assigned to different laboratories to give the laboratories a new set of eyes when they are inspected.

8. Summary of any incidents reported since the previous meeting
   1. None

9. Follow up on outstanding incidents from previous meeting
   Odour test for polishing rig in 37/120 using kerosene. Karen will follow up with Peter Sophos about this issue.

10. General Business
    1. Building evacuations (held over to next meeting)
    2. Safety Showers and eye-wash stations testing. APPI are reporting that their water is much cleaner now. However the BEL laboratory is still reporting dirty water.
    3. Emerging technologies. None
    4. Reporting of OHS training compliance (held over to next meeting)
    5. Safety Glass compliance. With increasing safety awareness, the wearing of safety glasses and PPE has greatly improved.
    6. VC Awards for OHS. Do we have any nominees? The award is meant to be a sustained improvement in technology. The walk-about safety inspections were discussed. Karen will check this to see if it meets the criteria.
    7. Nanoparticle exposure study follow up (WB)
       Data collection for this will start on the 26th of August. We are encouraging as many people as possible to take part.
    8. Online Safety Induction. If you have been here three years or longer then you are required to redo the safety induction.
    9. First Aid. New first aiders are required. There have been several additional volunteers. When people are qualified then they can wear a first aid patch on their laboratory coats.

11. Time and dates for remaining meetings, 2 pm, Departmental Meeting room. These have been sent as calendar invites.
    ○ 17th September
    ○ 15th October
    ○ 19th November
○ 17th December  (This Meeting will be a semi social meeting)