

MINUTES - LAMU-meeting 2025 10 06 in 1116-248A

Present:

Anne Lillevang
Tina Drejer
Tina Fuglsang Daugaard
Birgitte Mønster Christensen
Thomas G. Jensen
Jakob Le Fèvre Harslund

Minute taker:

Ulla Vosegaard Als

Agenda/ Dagsorden

1. Godkendelse af dagsorden / Approval of agenda

Agenda approved.

2. Fælles kemisk vejerum i Skou update / Common chemical weighing room in Skou update (app 1)

The document (app1) along with posters from the chemical weighing room on the 4th floor in Skou and 5th floor in Bartholin are to be sent to the group members responsible for toxic substances in the groups. The guidelines must also be mentioned in the mandatory lab course.

3. APV 2025–handleplan / WPA 2025 – action plan (app 2 – will be forwarded later)

Birgitte explained that the action plan “Community and psychological safety” has been worked out by the WPA follow-up committee based on the inputs from the dialogue meeting. The proposed plan includes three key initiatives:

1. Visibility of support contacts: Presentation of union representatives and occupational health and safety representatives on department info screens so people know where to seek help/guidance.
2. Awareness campaign: Create a poster addressing offensive behaviour to be placed in common areas as printer rooms and kitchens.
3. Floor/wing meetings where the subject of offensive behaviour will be on the agenda with representatives from occupational health and safety, unions and/or management. The meetings could be premeetings prior to the Department Forum meetings.

LAMU approved these action points. Thomas noted that the action points will also be on the agenda at the next LSU meeting to have the action points discussed with that committee as well.

Feedback on the plan was that Biomedicine is now in two buildings with large numbers of staff, which makes it even more important that everyone knows who the health & safety/union representatives are in case they need help.

Birgitte emphasized that each action plan must have a coordinator responsible for the planning and implementation.

Thomas also suggested that a shared code of conduct focusing on respectful communication within groups, across floors, and between buildings—could be a topic for future floor/wing meetings prior to Department Forum meetings.

4. Evaluering af evakueringsøvelse / Evaluation of evacuation drill

Overall, the evacuation drill went well. In the Bartholin building, some doors did not open/close as they were supposed to. The question was raised whether Class 2 and 3 are to participate in the drill. This will be decided before the next drill. The vests were all in use, but people were in doubt about what to do when arriving at the assembly point. The vests are only at one end of the hallways. The question was raised if they should be in both ends or maybe in the middle.

In Skou, the assembly point was not depicted on the evacuation leader's guideline as it is in Bartholin.

Building 1233 must be included in the drill next year as Biomedicine has people working in the basement. The other floors of that building are expected to be under renovation next year.

The issue of wearing headphones at work was also raised. It is important that headphones users can hear e.g. alarms when at work, it is thus important that noise cancellation is switched off always.

It was also proposed that health and safety representatives should not take part in the drill alongside other employees but instead observe the process to assess how the drill is carried out. This approach will be decided upon prior to the next scheduled drill.

5. Status på kitler i Skou og Bartholin / Status of lab coats in Skou and Bartholin

All lab coats are in Skou. The lab coat issue is not yet resolved as it is difficult to get lab coats that can meet the expectations of the lab coat committee. The issue must be resolved as soon as possible. Birgitte will get a new status from Morten Pless.

6. Afklaring: hvad må hældes i vasken? (klistermærke: (Do not work with cultures near the sink)) / Clarification: what is allowed to be poured down the drain? (sticker: (Do not work with cultures near the sink))

Inactive media may be safely disposed of down the drain in the sink.

7. Update på flytning til Skou / Update on move to Skou

All staff scheduled to relocate to the Skou building have completed their move. Only a few remaining items of equipment still need to be moved. Tina Drejer and Helle Gittins are currently clearing the garage in the Anatomy building of chemicals, which will be collected by Fortum.

Radioactive material is still stored correctly in the right place, but it must be removed. Birgitte will contact the ones involved.

8. Flytte-APV og evaluering af flytning / WPA for relocation and evaluation of the relocation process

A WPA related to the relocations to Bartholin and Skou must be conducted soon, now that all staff have settled into their new locations. This assessment can be carried out in various formats, such as a questionnaire or a meeting.

Birgitte and Ulla will explore available systems for conducting the WPA and gather information on costs. It is essential that all employees are correctly registered at their current address and building to ensure their responses are accurately attributed.

9. AU's retningslinje for distancearbejde – erfaringsopsamling / AU's guideline for remote working – review of experience
<https://medarbejdere.au.dk/administration/hr/din-hr-guide/distancearbejde> (app 3)

Evaluering af AU's retningslinje for distancearbejde/Evaluation of AU guidelines for remote working
by Head of Department and HR

In 2022, the Main Occupational Health and Safety Committee (HSU) approved a revised [guideline for remote work at Aarhus University](#). In 2023, the guideline was evaluated based on input from the local occupational health and safety committees and cooperation committees. It was decided to maintain the current guideline and conduct a new experience-based review in 2025.

As part of the evaluation process, perspectives and experiences are being collected from the local committees to ensure a systematic and ongoing dialogue about how AU's remote work guidelines function locally, and whether adjustments or adaptations are needed.

The Committee is encouraged to discuss and complete the evaluation form titled "*Evaluering af AU's retningslinje for distancearbejde*" within their local occupational health and safety and cooperation committees and submit the completed form to Health HR **no later than October 6, 2025**.

HR will compile and forward the collected experiences and perspectives from the faculty's local committees to HAMU-HSU by October 27, 2025. The discussion in HAMU-HSU will take place on November 13, 2025.

Thomas expressed a preference for having everyone physically present at work, while acknowledging that certain tasks are well-suited to remote work arrangements.

LAMU did not have comments on the form.

10. AMO-møde i december: forslag til emner/oplægsholder + fastsættelse af dato fx 8/12 kl. 12-14/ AMO meeting in December: Suggestions to topics/and guest speaker + setting of date eg 8/12 at 12-14.

The date for the AMO meeting was approved and Lamu was asked to think of interesting speakers who could be invited to speak at the meeting. An idea was Line from HE Communication or David Kraft from IOOS. Another point on the agenda is to talk about the future construction of AMO after the next election, as the distribution of representatives are very uneven in the two buildings.

11. Fastsættelse af deadline for wellbeing arrangementer på tværs af bygninger/etager/faglighed- Forslag: deadline 15. januar 2026? / Setting of deadline for wellbeing events across buildings/floors/disciplines – Suggested deadline: January 15, 2026.

The deadline for applying for the funding is set to be January 15, 2026, as LAMU will have a meeting in February where the applications can be discussed and evaluated.

12. Orientering om arbejdsulykker siden sidste LAMU-møde /
Information about occupational accidents since the last LAMU meeting

Birgitte informed LAMU about the seven accidents since our last LAMU meeting.

- One got cut on his arm caused by a dish rack in the Skou canteen
- Two counts of exposure to phenylarsonic arsenic (two people) while emptying the garage in Anatomy for chemicals.
- One needle-stick injury when handling waste bag with dead mice. One mouse still had a needle through its foot.
- One got exposed to isoflurane for approx. 10 seconds as the scavenger filter was disconnected.
- One got a full-body electric shock when returning an ear tissue sampling tool to the germinator while at the same time touching the changing station (Allentown).
- One got formalin in the eye while working in a fume cupboard. To be able to see better while solving a problem with the tubes, the person's face was near the opening.

New accident report not yet received: One walked into the sunshade in front of the building where the sunshades hang very low. He got cut in the head and the wound needed to be glued.

13. Orientering fra FAMU og FAMU/FSU-møde / Information from FAMU and
FAMU/FSU meeting

In FAMU it has been decided that the physical WPA must also be included, especially noise and physical activities. AU is already planning walk & talk routes on campus. Our Mandatory Lab course has also been presented at a FAMU meeting, where Anders Etzerodt presented it.

FAMU/FSU: Positive communication culture, future prospects, career development are possible WPA action plan points at Health. FAMU/FSU are prioritizing positive communication culture. The faculty management will make the final decision about the action plan.

14. Eventuelt / AOB

The next lab course is November 25, 2025.

After the next WPA due to changes to the working environment in connection with the moves to the two buildings, it will be considered to invite an occupational therapist.

Our last first aid course was in March 2023. It is considered to have a first aid course next year. If the ones who have had the course just need to have a supplement course (1/2 day) the course must take place before 21/3-26. If it is full day courses, the ones who have not attended one before should have advantage.

Tina Drejer asked about powder extinguishers and fire blankets in Skou. When the building was first taken into use the question was also asked and according to Building Facilities, they are not necessary.

