

AMO meeting, 11 December 2023, 12:00-14:00, room 1231-114

**Present:**

Anne Lillevang	Jakob Le Fèvre Harslund
Bjarke Thomsen	Olav Michael Andersen
Tina Fuglsang Daugaard	Steen Torben Nedergaard
Anders Etzerodt	Paw Vinther
Hande Login	Birgitte Mønster Christensen
Henriette Gram Johanson	Thomas G. Jensen
Susie Mogensen	Ulla Vosegaard Als (minute taker)
Tina Drejer	

Cathrin Guldager Sørensen was present for item 1, and Zofija Frimand og Ulvi Almadov were present for item 8.

**Absent:** Helle Salling Gittins, Helle Jakobsen, Lasse Sommer Kristensen, Karina Aakær Vestergaard Nielsen.

**Dagsorden / Agenda**

1. Godkendelse af dagsorden / Approval of agenda

*Birgitte welcomed all and informed that all representatives are ready for another period and that no election is needed this time. The agenda was approved.*

2. Håndtering af Kemisk Risikovurdering på instituttet  
/ Handling of Chemical Risk Assessments at the department. Guest: Cathrin Guldager Sørensen

*Birgitte informed about the current circumstances regarding the chemical risk assessment. Many groups find it very difficult to make the chemical risk assessments and to find time to do them. Cathrin, who has had two workshops at the department about chemical risk assessments, estimates that approx. 30 percent of the groups find it difficult to do the assessments.*

*Different solutions were discussed, among other things a review solution, or a task force of super users to ask when in doubt how to do the chemical risk assessment. It was agreed that one person from each group must be appointed by the group leader as the person responsible for assuring that the chemical risk assessments are done. The person does not have to be the one doing the actual assessments but must make sure that the assessment is done before work with the chemical commences.*

*Cathrin will continue to do the workshops when needed and will be contacted by the local Health and Safety Organizations when it is time.*

*A draft describing the issue and with a link to the website on information about chemical risk assessment will be sent to all. The draft will be made by Birgitte and Ulla.*

3. Fremtidig AMO-struktur  
/ Future AMO structure (Bilag 1)

*A new 3-year AMO period will start March 1, 2024. This means that the division of representatives and leaders will be uneven when the Bartholin building is taken into use, and the West and South move to Skou. According to the current plan for the move, it will only be Lasse Sommer, Anders Etzerodt and Tina Fuglsang who will go to the Bartholin building, and the remaining representatives and leaders will all be in Skou. Until the next election period in 2027, the representatives in Skou will help in the Bartholin building.*

*The management proposes that the new structure from 2027 will be as follows: 1 representative for each floor in Skou (4 in total), 2 in the animal facilities in Skou and 3 representatives in Bartholin and 1 in the animal facility in Bartholin.*

4. AMO-indflydelse på flytning/ombygning  
/ AMO influence on relocation/reconstruction

*AMO influence or involvement when relocating or by reconstruction has been on the agenda in FAMU. According to law, AMO must be involved, but how and when is not specified. What would AMO like to have influence on? The plan is that the Bartholin building will be ready to move into in the summer of 2025. One suggestion is that when we have drawings of the Bartholin building, AMO/LAMU can be involved and maybe we can have a hearing process. At that time there will also be a person in charge of the move who also can attend a LAMU or AMO meeting and thus involve AMO/LAMU.*

5. Arbejdsmiljødrøftelse 2024 (udkast) – Herunder status på den psykiske APV-handleplan 2022  
/ The annual occupational health and safety review (draft) – Including status on the psychological action WPA action plan (Bilag 2)

*The following it to be added to the plan:  
Focus on Chemical Risk Assessment.  
Involvement in reconstruction of building*

6. Kompetenceplan 2023  
/ Competency plan 2023 (Bilag 3)

*No comments to the competency plan.*

7. Universiteternes arbejdsmiljøkonference 2024  
/ Occupational Health and Safety Conference of the Universities 2024  
[Universiteternes arbejdsmiljøkonference 2024, 9.-10. oktober 2024 \(aeu.dk\)](https://biomed.medarbejdere.au.dk/personaleforhold/efter-og-videreuddannelse/tap-kurser-ansoegningsskema-regler-for-stoette/)

*Anne Lillevang suggested that the health and safety leaders also participate in the Occupational Health and Safety Conference. It counts as 1 ½ days education. Thomas was in favor of the suggestion that members of AMO can apply to the department. TAP must apply to Jeannette Madsen via this link:*

<https://biomed.medarbejdere.au.dk/personaleforhold/efter-og-videreuddannelse/tap-kurser-ansoegningsskema-regler-for-stoette/>

and VIP to Morten Pless here: <https://biomed.medarbejdere.au.dk/oekonomi-og-rejser/rejseansoegninger-og-rejseafregning>

8. Vejerum – forbedring af arbejdsmiljø og sikkerhed  
/ Weighing rooms – improve work environment and safety presented by Zofija Frimand / Ulvi Almadov (Bilag 4)

*Zofija and Ulvi presented their experience of their weighing room. When a user enters a weighing room, s(he) often enters a room that is a mess as the former users have not cleaned up after themselves. It is frustrating and feels unsafe as it is impossible to identify what kind of chemical substance is left behind. The fume hoods are also used for storage of chemical substances as there is no room in the chemical cupboard if any.*

*Various solutions were suggested, such as all are asked to clean up after themselves and cannot leave anything behind in the weighing room, one person from each group is responsible for the weighing room and will enter a rotation scheme like the ones in some kitchenettes, the issue could be addressed at the mandatory lab course, as it ought to be natural to clean up after weighing. Another solution could be to post pictures of how a clean and tidy weighing room is supposed to look.*

*How should the issue be addressed, and who needs to be heard and accommodated and who oversees implementation. A common approach to all, e.g., a meeting, maybe it can be implemented at one floor at a time. Ulvi and Zofija starts by talking to people at the different floors – how they do it and whether they can implement the suggested solutions.*

9. Evt. / AOB

*Susie brought up the issue of what to do if you observe a person (i.e. an AMR/AML) doing something inappropriate. In such cases, the right thing to do will always be to go to Thomas or Birgitte who will then take appropriate action.*