



Department of Biosystems and Technology

Present at meeting:

Georg Carlsson – Dep. Head of dept.

Isabel Anselmo – HR

Maria Grudén – Coordinator BT

Karl-Johan Bergstrand – Safety officer

Andrus Kangro – Union representative

Johannes Albertsson – Lönnstorp

Minutes of meeting

LSG – Q2, 2021

2021-05-17

Absent:

Hanna Sassner – Head of dept.

Will English – PhD representative

David Hansson – Safety officer

## **Local Liaison Group (lokal samverkansgrupp; LSG) BT- May 17 2021**

### **1. Opening of the meeting**

The meeting was opened.

### **2. Approving of minutes from last meeting**

Approved. No comments regarding minutes of last meeting.

### **3. Information from HR**

All members of the Local liaison group will be invited to a course in equal opportunities and preventative measures against discrimination, on September 8. The course is arranged by the SLU HR-department. Isabel will send out invitations.

## **4. Work environment**

### **a) Information from safety representatives**

Nothing new to report at this meeting.

**b) Accidents, near-accidents and other emergencies (information)**

Nothing new to report at this meeting.

**c) Current input from management and staff**

- The question has been raised to re-initiate the BT Biosafety group. Most previous members are no longer employed at the department and yet, this type of group is needed i.e. for applications to Work environment authorities for permissions to work with genetically modified microorganisms (GMM) and as a consultancy group for certain other types of organisms, biohazards etc. Suggested members: Georg Carlsson, Beatrix Alsanius, Karl-Johan Bergstrand, Maria Karlsson, Marianne Oraviita and Maria Nauc ler (Occupational Health and Safety Specialist at the Division of Services, Security and Environment, SLU central administration). The LSG supports the re-initiation of a Biosafety group as well as suggested members.
- In order for BT employees to be able to use the routine of working alone in lab outside of normal working hours again, the question of who should be the contact person in case of an accident needs to be solved. At this point, BT has 2 personal alarms and it is not possible to change contact person from one time to another. Group leaders have been asked to assess the need for such an alarm in their groups. Johannes will also check with the employees at L nnstorp, where working alone in field is very common. The LSG supports that personal alarms would be a good addition to the routine concerning Working alone in field.

**d) Current changes at the department**

As of recently, Andrus will be able to devote some of his time to help out with work environment-related issues such as updating the Work environment handbook, etc.

**e) Staff survey**

In order to emphasize the continuous work of improving the work environment at the department, the staff survey results and identified actions will be a permanent part of each meeting from now on.

The group members were asked to comment on the results of the latest survey. Although this survey shows that certain things have improved from the survey before, employees indicate i.e. high levels of stress and difficulties in finding a healthy work/life balance. Some thoughts are that it is hard to find a solution that will work for everyone, but the group thinks that most employees would benefit from help with clarifying one's tasks and to establish and keep up an active dialogue with closest manager. There might be opportunities for improvements to the staff development review with more frequent follow-ups and continuous evaluation. The yearly individual planner developed at BT can support planning of one's work and be used for evaluation, documentation and follow-ups in addition to the annual staff development review. This could potentially be a useful tool for the individual as well as helpful on a management- and group level to plan the work. Another potential reason to stress that is pointed out in the meeting is that teachers and researchers (including PhD students) have annual working time instead of office hours, and this can lead to difficulties to maintain a balanced workload.

## **5. Equal opportunities**

No news at this point.

## **6. Environmental Issues**

- Anna Lindqvist has been appointed to represent BT as environmental delegate.
- An internal environmental audit has been done at BT recently. Anna and Georg participated.

## **7. Safety**

- a)** Maria G has reviewed all finished and non-finished written routines according to the 2018 risk assessment. Andrus, Georg and Maria will prioritize among the routines in order to create a list of routines that remains to be completed. The list will be presented at the next meeting.
- b)** It's time for a protective round in Vegetum and the Milling room. The focus will be on all areas but offices. Maria G will send out invitations and will also include Plant Protection Biology in order for them to join for the Vegetum-part of the tour.

## **8. Local Liaison Group action plan**

Maria G has updated the action plan ahead of time for this meeting and has also asked for feedback for how to structure the action plan in the future. The tasks will be sorted up into different sheets according to what is finished and what is ongoing work. A few more tasks will be added: Equal opportunities work and Staff survey work.

## **9. RAK (Regional work environment committee)**

### **a) To RAK**

Nothing at this point.

### **b) From RAK**

Nothing at this point.

## **10. Current renovation and/or construction work at the department**

- It was identified some time ago that there is a need for a womens' locker room and shower at Lönnstorp. Linda Engh is now working on how to plan and initiate this building process. One part of the plan is also to hire a temporary mobile facility that will act as the womens' changing room and shower until the permanent solution is in place.
- Karl-Johan is a member of the group that will specify needs for the new greenhouse premises of the new future building.
- Three workshops named "Vision Alnarp" have been organized during the spring, to define guiding principles for the new building and campus development in general (in- and outdoors).
- It was suggested by SLU Service to add a new emergency exit so that corridor A could be evacuated through the old Biotrone in case of an emergency. However, this is not yet confirmed by Akademiska Hus. Maria G will report back once there is any news regarding this matter.

## **11. Other matters**

- Work environment certification: this process is, according to SLU, not a priority at the moment. Thus, working toward this type of certification will not be prioritized at BT at this point.

- Working at home: the majority of the staff at BT is still working from home and experiencing challenges linked to that. At the beginning of the year, Linda scheduled individual phone calls to everyone at BT in order to see what extra help might be needed. This seem to have been appreciated. Georg will look to see if there is any possibility to do this type of activity again.

## **12. Date of next meeting**

Next meeting will be at September 15 at 13.00.

## **13. End of meeting**

Secretary of meeting

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Maria Grudén, Department coordinator

Chair of meeting



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Georg Carlsson, Deputy Head of Department