

SLS H&S Steering Committee
Information Gathering Visit
Observations & Recommendations

Venue: Old Medical School

Date of Visit: Thursday 4th April

Observation	Action	Current Status	Date & Initials
<p>↑1. In the 3rd floor ladies toilet (room 3.11) a loose roof tile, dotted with protruding nails, precariously perched above the toilet door in a position where it could easily fall onto someone walking through the doorway.</p>	<p>Monica to ask Clerk of Works to ensure tile is removed immediately.</p>	<p>Tile removed.</p>	
<p>↑2. 4th Floor - no warning signs on either of two doors leading to building site and doors unlocked. No barrier other than tarpaulin preventing fall from height.</p>	<p>Irene to Email Alan Tough immediately and request situation is rectified. Monica to check action is taken.</p>	<p>Alan Tough passed information on to Mike Sinclair. Signs up and doors now padlocked.</p>	
<p>↑3. Gas cylinder and liquid N2 store: not locked; no warning sign on door; not sure if ventilation is adequate; no oxygen depletion monitor; inadequate PPE supplied for LN2 handling; no SOP on display for operations involving LN2. The liquid nitrogen dewar is carried up the front steps of OMS. No risk assessment, SOP or PPE for this operation.</p>	<p>Store must be brought up to standard, i.e. locked; properly signed; ventilation check; oxygen depletion monitor installed; correct PPE made available; SOPs displayed. See WTB LN2 store for correct safety measures. Carrying of the LN2 dewar up front steps must be risk assessed (manual handling and dangerous substance involved) and control measures stipulated in SOP.</p>		

<p>↑4. Oxy-acetylene cylinder blocking fire escape route in basement corridor.</p>	<p>Monica to ask Clerk of Works to ensure cylinder is removed and escape route kept clear at all times.</p>		
<p>↑5. The corridor outside lecture theatre 2.12 is partially obstructed by the builders' materials.</p>	<p>Monica to ask Clerk of Works to ensure corridor is cleared.</p>		
<p>↑6. Room 1.11A can only be accessed via the building site. Room in a mess and contained several gas cylinders that did not appear to be in use.</p>	<p>The room must not be used until normal access can resume. Temporarily relocated essential equipment to another room. If gas cylinders are not in use they must be returned to the cylinder store or, if no longer required, the supplier. Room must be tidied by person(s) responsible.</p>		
<p>↑7. No evidence of regular servicing & testing of autoclave in the Wash-Up facility. No biohazard label on the clinical waste freezer.</p>	<p>Irene will arrange for the autoclave to be included in an annual servicing/testing programme. Lisa to supply a label for the freezer (?).</p>		
<p>↑8. Radioactive waste disposal sink in G05 also used for non-radioactive purposes.</p>	<p>If possible, one sink should be dedicated to radioactive waste disposal. If not possible, non-radioactive items must not be allowed to accumulate in sink and, after radioactive waste disposal, sink must be thoroughly flushed with cold water then carefully monitored and results recorded.</p>		
<p>↑9. No hand-washing sink in G05.</p>	<p>If the lab is to remain a CL2 area a dedicated hand-washing sink (with elbow-operated taps) must be installed.</p>		
<p>10. CL2 sign displayed on door to G05.</p>	<p>Sign should be replaced with simple biohazard sign to be in keeping with the Safety Office directive issued to WTB/MSI.</p>		

11. Low-Level radioactive area sign on the door of 3.09 but lab no longer used for hot work.	Monica to remove sign.	Sign removed.	
12. Fume hood in room 2.09 full of waste chemicals. A few empty, trefoil labelled, lead pots lying around.	Fume hood must be cleared by the person(s) responsible for the waste. If lead pots do not contain radioactive material the trefoil symbols must be removed. If the pots are no longer required they must be monitored, decontaminated if necessary and disposed of via Martin Rollo.		
13. A large volume of fix and developer waste present in the 3rd Floor darkroom . Room is generally untidy.	Waste chemicals must be removed to nearest Silver Lining pickup point and darkroom tidied by the person(s) responsible.		
14. The AAS in room 2.09 relies on LEV - no indication as to whether LEV is regularly tested.	Ask the user for test reports. If the LEV is not regularly tested it must be done on an annual basis from now on.		
155. Pressure cooker in room 1.03 that may not be on Irene's pressure vessel inventory.	Irene to check inventory and add vessel to list if necessary.		
16. Tea/coffee making facilities on the lab bench in room 3.09 . Also a microwave that may or may not be used for food.	Monica to ask Alan Jones what the microwave is used for and if he would remove tea/coffee facilities from the lab area.		
17. Tea/coffee making facilities present in lab G05.A .	Must be removed from the laboratory area.		
18. Bicycle, golf clubs and several gas cylinders in room G05.C .	Bicycle and golf clubs should be removed from the laboratory area. If gas cylinders are not in use they must be returned to the cylinder store or, if no longer required, the supplier.		
19. Room 4.07 has to be cleared out.	Monica to ask Callum.		

20. Bicycle and several gas cylinders in room 1.18.	Bicycle should be removed for the laboratory area. If gas cylinders are not in use they must be returned to the cylinder store or, if no longer required, the supplier.		
21. Several gas cylinders in room 1.09	If gas cylinders are not in use they must be returned to the cylinder store or, if no longer required, the supplier.		
22. The antique cabinets lining the corridors are a potential hazard. Staff/students could receive serious injury if they bump or fall against the glass doors.	Doors should be sealed shut and the possibility of reinforcing or shielding the glass investigated.		