



THE UNIVERSITY OF AUCKLAND  
NEW ZEALAND

## Faculty of Engineering

### SAFETY COMMITTEE

Meeting 1<sup>st</sup> September 2011  
12pm, Library Meeting Room 402.209

#### MINUTES

**Present:**

John St George (Chair), Alan Clendinning, Michael Byrne, Dariusz Kacprzak, Geoff Kirby, Rob Chan, Ian O'Keefe, Maggie Kjestrup, Amanda Wood, Filipa Silva and Leonid Ostrovsky.

1. **Apologies:** Nick Brewer, Malcolm McCarthy, Enrico Haemmerle, Peter Blythe and Steve Warrington

2. **Minutes of previous meeting**

The minutes of the previous meeting were tabled and accepted.

3. **Matters arising**

Noted the AEDs were purchased and are located in the Reception area level 4, in the workshop canteen and on the 9<sup>th</sup> Floor. New members to the committee were welcomed - Amanda Wood is the Engineering Faculty HR advisor – non-work injury claims and assistance with potential sickness or illness. Maggie Kjestrup is working alongside Ian O'Keefe on ACC work related injury claims and incident reporting to the Vault system.

Emergency fire evacuation for Semester 2 was completed in adequate time – problem with crowd control blocking exits.

4. **Safety training for u/g and p/g students**

A document from Assoc Prof Wilkinson was tabled and discussed. Several departments have safety emphasised in a number of courses – C&M safety training video, ECE have a DVD – Electrical safety in the workplace as well as testing students on safety issues in an examination. It was thought that industry involvement would be beneficial and since the initial response came from a construction company CEE to investigate further. JDS to action liaison person with the construction industry.

5. **Hazard Review**

Ian O'Keefe expressed concern that progress on addressing outstanding issues from the Hazard review has been slow. It was seen as essential that each Department establish a process including a timeline to deal with these issues. Unresolved matters would be escalated to the next level or closed off with no action.

6. **Safety Incidents**

Ian O'Keefe described a serious incident involving the explosion of a pressure vessel (fabricated by Chemistry). As a result all pressure vessels made by the University to be removed from service. Engineering to review any pressure vessels in their labs and consider current usage, age, design life and investigate if they could fail. Alan noted C&M had a number of pressure vessels manufactured to Australian Standards.

General Library – roofing iron dislodged and fell.

Outside contractors removed part of walk-way – no signage to warn people.

Machine guarding – recently acquired machines found to have insufficient guarding – staff encouraged to check that all new equipment complies with current guarding standards. Ian provided the name of a consultant who can advise on machine guarding.

3<sup>rd</sup> floor study area (FoE) overcrowded and tables moved blocking exits.

**7. Any other business**

Concern has been expressed over the proximity of a PhD study area to a server room, in regard to electromagnetic radiation. Committee members expressed the view that microprocessors emitted a low level of EMR and their metal casings would provide an adequate shield.

Ian warned that hypodermic syringes had been found discarded on the top of beams outside buildings, these were thought to be drug related. He advised that anyone who is accessing areas outside buildings proceed with caution and wear gloves.

**8. Next Meeting**

The next meeting for the committee is 17<sup>th</sup> November 2011.