



Minutes

3rd BioEscalator Safety Advisory Committee Meeting Held on Tuesday 12th November 2019, 2:00pm - 3:00pm, Meeting room 1 & 2, BioEscalator Innovation building

Present:

Khwaja Islam (KI) (Chair), BioEscalator Health and Safety Officer
Graham Ross (GR), University Divisional Safety Officer
Cathy Gouveia (SH), Health and Safety Officer, MoA Technology
Duncan Howie (DH), Laboratory Manager, Ervaxx
Matt Hayman (MH), Laboratory Manager, Theolytics
Heather Brower (HB), Senior Scientist, Mirobio
Smita Gunnoo (SG), Senior Scientist, Pepgen
Ashling Holland (AH), Senior Scientist, Pepgen
Danuta Jeziorska (DJ), CEO, Nucleome Therapeutics
Priscila Hirschfeld (PH), Senior Scientist, Nucleome Therapeutics
Sara De Ornellas (SO), Senior Scientist, Nucleome Therapeutics

1. Apologies

Claire Shingler (CS), Business Manager, BioEscalator
John Sinclair (JS), Crysalin
Atherton Mutombwera (AM), Hutano Diagnostic Ltd
Kevin Maskell (KM), Bioarchitech
Estefani Lencer (EL), Laboratory Manager, MoA Technology
Bushra Nawaz (BN), Apprentice Lab Technician

2. Minutes of last meeting

2.1. KI mentioned chemical safety training will be discussed item 12 (AOB) on the agenda and GR stated no in house for chemical burns training as the only University only do phenol burns which is popular and not everyone will work with phenol. It was decided each company will organise their own chemical burns training and to refer to COSHH assessment.

2.2. Minutes of the last meeting were accepted.

3. Introduction of new members

New members DJ & PH & SO were introduced and welcomed onto the committee.

4. University H&S policy statements

KI stated that no new University H&S policy statements I said he would email a link to everyone with these policies attached.

5. University H&S memorandums

- a) KI mentioned there was a University memo on CWC Schedule 1 chemicals licence renewal – M9/19 that covers certain toxic chemicals, their precursors and specified variants and extends to any form of ricin that are subject to strict legal requirements and licencing conditions under the chemical weapons convention (CWC). Emailed was sent out on the 28th October 2019 to all lab managers, only one response from Pepgen who do not use any of the chemicals listed. GR did not expect the use of these chemicals in the BioEscalator.



MH asked for the list of schedule 1 chemicals (appendix 1 S5/04) to be circulated with the minutes.

- b) KI mentioned there was a University memo Safety training programme - Michaelmas term 2019 M7/19 for University staff.

Action:

KI to circulate list of schedule 1 chemicals (appendix 1 S5/04) to all.

6. Training course

- a) Fire Marshals Training - University Safety Office:
The dates for the next fire safety training & fire practical course are Monday 18th of November 11.15 – 13.15 and Tuesday 26th of November 10.30 – 12.30 at the Wolfson seminar room in Chemistry research laboratory. Tenants to email KI should they wish to attend.

7. Chemical waste disposal

KI mentioned the chemical waste disposal is now set up and we have two allocated shelf space for BioEscalator tenants and is located in the specialist waste room (in the car park and room number 696.10.02). Access will be given to end users for chemical waste disposal. This will be collected via Grundon (University's approved waste contractor) and managed by BioEscalator lab manager who will recharge the tenant upon invoice.

The chemical must be:

- a) in suitable, secure and chemically compatible containers,
- b) labelled with full chemical name and description of waste including w/w percentages or g/l,
- c) hazard classification,
- d) volume and amount to be disposed of,
- e) originator of the waste i.e. company name,
- f) date.

Collection will take place once both shelves are full or within 6 months, whichever comes first and the regulations specifies maximum permitted storage period is 12 month for waste chemical. GR will provide sticker template for chemical waste and it is not mandatory to use the template can get your own hazard labels but useful for tenants if they want to put on the waste container.

Action:

GR to send sticker template for chemical waste to share with tenants to KI.

8. Outcome of HSE visit for MoA.

HSE visit took place on the 4th November 2019 and inspector was My Bryan Carlsen, regulatory compliance officer. Inspection commissioned by DEFRA because MoA recently registered as working with transgenic plants to assess the environmental aspects of activities with larger genetically modified (GM) organisms. Overall, it went well and the inspector was happy with the visit. See attached document **outcome of HSE inspection**.

9. EWC Code-Clinical Waste Disposal System

KI reminded that European waste code (EWC code) must written on blank side of their yellow tag with the company name as requested by Barbican Logistics (University approved licenced waste contractor) who collect the clinical waste from the BioEscalator. The coding



system classifies and describes the type of waste. Each company have assigned yellow tags with numbers for identification of clinical waste they produce.

10. Fire drill

KI mentioned that the next fire drill would take place on Tuesday 10th March 2019 at 11am. To make a note in tenants diary and if any changes to this date we will inform you in advance. Please inform BioEscalator team if this date is not suitable because of board meeting or experimental work.

11. Review of Accident/ Incident Report

Committee was made aware of two incident since the last meeting.

- a) Experiencing feeling of tightness in the chest and eye watering in the chemistry lab 10.23. Further investigation took place with University safety officers and building manager. The fume hoods in the labs working properly and does not explain the issues experienced and they were not concern. There was some concern over the humidity of the lab. Next step the building manager to look at the building management system (BMS) readings and send them to University safety officers.

Action:

KI to chase Andy the building manager for the BMS readings.

- b) Under RIDDOR regs 2013 (reportable occupational disease) MoA reported to HSE via on line form that one of their staff member suffered tendonitis in their right hand from opening approximately 30 Duran bottles, which were tightly closed after autoclaving.
- c) Fire alarm went off this morning (12/11/2019) at 08.48am, which was caused by activation of fire call point on the ground level of the car park, space 696.18.01. Everyone evacuated the building to the assembly point. Reason of fire alarm it was a faulty call point and Pyrotec called to service the unit. Building re-occupied at approximately 9.10am. Andy the building manager will follow up with report of the incident today.

12. Any other business

GR has agreed to do internal training for University staff i.e. BN & KI and the tenants are also welcome to attend. The following training will be organised for the New Year.

- a) Chemical spill training (Practical)
- b) Introduction to Biological safety & GM work
- c) Transportation of biological materials & dangerous goods

GR asked in regards to transportation of biological materials training he would like to know in advance of the training session where the shipment will be sent to i.e. national or international and any transport within campus i.e. from one building to another building.

Action:

Tenants to email KI list of names that are in the practical chemical spill training and likely destination of transport of biological materials.

13. Date and venue of next meeting

February 2020 at the BioEscalator meeting rooms.