

Date of Meeting (y/m/d) 2023 11 17

**PART I - EMPLOYER**

WorkplaceNL Firm Number 940001

Site Number 27

<b>EMPLOYER (head office information)</b>			<b>EMPLOYER REPRESENTATIVES</b>		
Company name: <u>MEMORIAL UNIVERSITY OF NFLD &amp; LABRADOR</u>			Co-chair: <u>LISA O'BRIEN</u>		Certification Training #: <u>LIS7245988</u>
Mailing address: <u>PO BOX 4200 (CHEMISTRY/PHYSICS BUILDING)</u>			Co-chair Status: <input checked="" type="checkbox"/> Assigned <input type="checkbox"/> Acting		
<u>ST. JOHNS</u>	<u>NL</u>	<u>A1C 5S7</u>	<b>Members:</b>		
CITY	PROVINCE	POSTAL CODE	<b>Certification Training #</b>		
Employer site number/location: _____			<b>WORKER REPRESENTATIVES</b>		
Total number of employees on site: <u>100</u>			Co-chair: <u>SHAWN WALL</u>		Certification Training #: <u>SHA7042067</u>
Telephone number: <u>709 864 2978</u> Fax number: <u>709 864 3702</u>			Co-chair Status: <input checked="" type="checkbox"/> Assigned <input type="checkbox"/> Acting		
Date of next meeting: <u>2024 02 23</u>			<b>Members:</b>		
YEAR MONTH DAY			<b>Certification Training #</b>		
Seasonal shut down start date: _____			Guests: <u>Jonathan Collins - EHS</u>		
YEAR MONTH DAY			_____		
Seasonal shut down end date: _____			_____		
YEAR MONTH DAY			_____		

**PART II - OH&S ACTIVITY**

<b>Since last meeting indicate the following:</b>		<b>From this meeting indicate the following</b>	
No. of workplace inspections conducted:	<u>5</u>	No. of safety hazards identified:	<u>1</u>
No. of workplace complaints/concerns received:	<u>15</u>	No. of health hazards identified:	<u>1</u>
No. of incident reports reviewed:	<u>0</u>	No. of outstanding items from last meeting:	<u>0</u>
No. of right to refuse work situations:	<u>0</u>		

**PART III - SUMMARY OF MEETING**

ITEMS FOR FOLLOW-UP SHOULD BE CARRIED FORWARD AT EACH MEETING UNTIL SUCH TIME AS THE ITEMS ARE COMPLETE

ITEM DATE	ITEM(S)	RECOMMENDATION(S)	ACTION	DATE FORWARDED TO EMPLOYER	RECOMMENDATIONS IMPLEMENTED Y/N (date)	RESOLVED	
						Yes	No
1. Sep, 08/23	VEHICLES GOING WRONG WAY ON ONE WAY STREET. CONFUSION AND CONGESTION AROUND ENTRANCE AND EXIT TO CAMPUS WITH ONGOING ROADWORKS. LITTLE CAN BE DONE UNTIL CITY COMPLETES ROADWORKS.			Sep, 08/23			✓
2. Jun, 03/22	LARGE PIECES OF CHEMISTRY EQUIPMENT LEFT IN HALLWAY ON VARIOUS FLOORS - MOST ITEMS HAVE BEEN MOVED, FEW ITEMS LEFT TO BE SCHEDULED FOR MOVE.	DARRELL WILL RAISE THE ISSUE WITH THE UNIVERSITY'S EHS COMMITTEE	FACILITIES MANA		Jul, 13/23		✓
3. Nov, 16/23	WORKPLACE INSPECTIONS COMPLETED FOR FIVE (5) FLOORS OF THE CHEMISTRY/PHYSICS BUILDING. MINOR ISSUES, FURNITURE, SURPLUS NEEDS TO BE MOVED. SIGNAGE, CEILING TILES FEW OTHER MINOR THINGS.	FORWARDED TO FACILITIES FOR ACTION. WORK ORDERS ASSIGNED AND COMPLETED.	OHSC		Nov, 17/23		✓
4. Nov, 16/23	DURING THE INSPECTION AN ENTRYWAY WAS FOUND TO BE OLD AND NOT TOTALLY ACCESSIBLE. FORWARDED TO EHS AND FACILITIES TO ACTION.	SOME WORK IS REQUIRED ON THE ENTRANCE TO BRING IT UP TO PAR.		Nov, 16/23			✓
5. Nov, 16/23	DURING THE INSPECTION, IT WAS NOTED IN A NUMBER OF AREAS OF THE BUILDING THAT AIR QUALITY ISSUES EXISTED.	FORWARDED TO EHS TO ACTION. RECOMMEND AN AIR QUALITY ASSESSMENT.					✓