

Date of Meeting (y/m/d) 2022 09 12

**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>KELLY FOSS</u> Certification Training #: <u>KEL7410059</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: _____			<u>JENNIFER MURPHY</u> <u>JEN7211027</u>		
Total number of employees on site: <u>100</u>			<u>LISA O'BRIEN</u> <u>LIS7245988</u>		
Telephone number: <u>709 864 2978</u> Fax number: <u>709 864 3702</u>			<b>WORKER REPRESENTATIVES</b>		
Date of next meeting: <u>2022 11 18</u>			Co-chair: <u>SHAWN WALL</u> Certification Training #: <u>SHA7042067</u>		
YEAR MONTH DAY			Co-chair Status: <input checked="" type="checkbox"/> Assigned <input type="checkbox"/> Acting		
Seasonal shut down start date: _____			<b>Members:</b>		
YEAR MONTH DAY			<b>Certification Training #</b>		
Seasonal shut down end date: _____			<u>MARK DOWNEY</u> <u>Mar8743806</u>		
YEAR MONTH DAY			<u>MELANIE FITZPATRICK</u> <u>Mel6579847</u>		
			Guests: <u>Darrell Gosse, EHS</u>		

**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>3</u>	No. of safety hazards identified:	<u>1</u>
No. of workplace complaints/concerns received:	<u>0</u>	No. of health hazards identified:	<u>0</u>
No. of incident reports reviewed:	<u>0</u>	No. of outstanding items from last meeting:	<u>2</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)	SOURCE	CATEGORY	CAUSE(S)	RECOMMENDATION(S)	ACTION	DATE FORWARDED TO EMPLOYER	RECOMMENDATIONS IMPLEMENTED Y/N (date)	RESOLVED	
									Yes	No
1. Feb, 22/22	SPILL KITS MISSING ITEMS	Workplace Inspection	Emergency Response	SPILL KIT MISSING LITMUS PAPER AND SOCKS TO CONTAIN SPILLS	KELLY TO CONTACT PHYSICS TO SEE IF THEY WILL ORDER REPLACEMENT ITEMS. UPDATE: PHYSICS HAS DETERMINED THEY DO WANT THE KIT. KELLY HAS PROVIDED DEPARTMENT WITH LIST OF MISSING ITEMS. WILL FOLLOW UP TO ENSURE THEY ARE PURCHASED.	KELLY FOSS		Sep, 12/22	✓	
2. Feb, 22/22	ITEMS LEFT BY CHEMISTRY	Workplace Inspection	Housekeeping	THERE ARE A NUMBER OF ITEMS ON THE 4TH AND 5TH FLOORS LEFT BEHIND AFTER MOVE TO NEW BUILDING. (GLASS, TEXTBOOKS, REFRIGERATOR, ETC.) CUSTODIAL STAFF NOT RESPONSIBLE FOR REMOVAL.	KELLY TO CONTACT CHEMISTRY HEAD TO HAVE THESE ISSUES ADDRESSED. UPDATE: KELLY HAS ADVISED CHEMISTRY OF THESE ITEMS. THEY STILL HAVE NOT BEEN REMOVED. UPDATE: MOST ITEMS FROM HALLWAY HAVE BEEN REMOVED.			Sep, 12/22	✓	
3. Jun, 03/22	LARGE PIECES OF CHEMISTRY EQUIPMENT LEFT IN HALLWAY ON VARIOUS FLOORS	Complaint	Housekeeping	THE ISSUE HAS BEEN REPORTED PREVIOUSLY DURING PAST INSPECTIONS BUT HAS NOT BEEN RESOLVED.	DARRELL WILL RAISE THE ISSUE WITH THE UNIVERSITY'S EHS COMMITTEE				✓	
4. Jun, 03/22	ITEMS MARKED AS SURPLUS NOT GETTING PICKED UP.	Workplace Inspection	Housekeeping	THERE IS A LONG PERIOD OF TIME FROM REPORTING ITEMS AS SURPLUS TO GETTING THEM PICKED UP.	KELLY WILL FOLLOW UP WITH WORK CONTROL.				✓	
5. Jun, 03/22	CONCERN RAISED ABOUT CARS ENTERING LIVERS LOOP BETWEEN R. GUSHUE AND A&C CENTRE FROM PRINCE PHILLIP PARKWAY.	Hazard Reporting	Other	ENTERING TRAFFIC CUTS ACROSS THOSE TURNING LEFT ONTO PPP FROM IRWIN'S RD.	KELLY TO DISCUSS WITH CEP. A REDESIGN OF THIS ENTRANCE HAS BEEN COMPLETED.			Sep, 12/22	✓	
6. Sep, 12/22	SHOWERS IN SOME OF THE TECH SERVICES WORKSHOPS NOT BEING TESTED WEEKLY.	Workplace Inspection	Housekeeping	TESTING NOT BEING DONE	KELLY TO CONTACT TECH SERVICES.					✓

Manager Co-chair: KELLY FOSS

Date Approved:

2022 09 27  
YEAR MONTH DAY

Worker Co-chair: SHAWN WALL

Date Approved:

2022 09 27  
YEAR MONTH DAY