Meeting date: 15 June 2026, 11:00-12:30
Meeting place: Lokale A1301-100, Indgang A, Palle Juul-Jensens Boulevard 11, 8200 Aarhus N
Meeting subject: LAMU

Attendees: Christian Fynbo Christiansen, Beatrice Tscherning-Olesen, Anna Bay Nielsen, Henning Grønbæk, Lars Henning Pedersen, Per Højgaard Christensen, Trine Werenberg Mikkelsen, Tina Bach Aaen (minute taker)

Absent: Alma Bečić Pedersen

1. **Approval of the agenda**
   The agenda was approved.

2. **Welcome to the new Head of Department**
   LAMU welcomed Christian to the department. Christian explained that he places a high priority on employee well-being. He wants the Department of Clinical Medicine (IKM) to be a leading environment, which requires skilled employees who thrive in their work. He has reviewed the 2025 Workplace Assessment (WPA) and is pleased to see that psychological safety scores are high. This provides a strong foundation for the entire organisation. Mutual trust and the perception of being treated fairly are important elements.

3. **Follow-up on WPA Action plans**
   The work on cleaning and repairing the VAV dampers in Forum are completed. As a result, temperature regulation in Forum should have improved. Tina has not yet received any feedback on whether the repairs have improved temperature regulation but expects to receive feedback during the summer. The repair of the VAV dampers does not appear to have had any impact on the fume cupboards in Forum. On 3 June, Teknologisk Institut carried out tests on the fume cupboards on the 4th floor, but no report has been received yet.

   Heino Carlsen from the Technical Department, South informed Trine that fire damper testing is only carried out on comfort ventilation systems. However, Lotte Arentoft from SDCA later stated that shutdowns related to fire damper testing are performed on both process ventilation and comfort ventilation. Trine is trying to determine which statement is correct. She also contacted the Technical Departments, North and East to find out which ventilation system the fume cupboards in the North and East buildings are connected to.

4. **WPA initiative on Physical Activity During the Working Day**
   In connection with WPA 2025, FAMU developed two physical work environment action plans focusing on “Forstyrrende Støj (Disturbing Noise)” and “Bevægelse i hverdagen (Physical Activity During the Working Day)”.

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The working group on "Bevægelse i hverdagen" has prepared materials with suggested exercises and walking routes that can be used for walk-and-talk meetings or whenever employees need to move around during the day. The material is also intended as inspiration for employees engaged in repetitive work, such as computer-based tasks.
A campaign will be launched in the autumn, with support from Health Communication.
Christian asked how the initiative could come alive in practice. Tina replied that organised physical activity during the working day currently only takes place in areas where enthusiastic employees take the initiative.
It is important that employees know they are allowed to take movement breaks during the working day, and Christian suggested that the material could be featured in the department's newsletter. Anna noted that physical activity could be incorporated into the theme week following the Annual Research Meeting. It could also become LAMU's theme at the Annual Research Meeting.
Tina will write to the management team (AL) to ensure that physical activity during the working day is discussed in the Occupational Health and Safety Groups (AMGs).

5. **Emergency preparedness**
LAMU is required to review emergency preparedness annually. The vast majority of employees are based at the hospital, but staff are also located at Påskehøjgaard, Universitetsbyen, Børglumvej, Tangen, and Pakhus 13.

Emergency incidents during recent years
An evacuation took place at Påskehøjgaard in August 2025 and was handled satisfactorily.

Evacuation drills
Påskehøjgaard regularly conducts evacuation drills in connection with system testing. It should be agreed with Anders Moestrup that one of these drills be designated an official evacuation exercise. There is no knowledge of evacuation drills having been conducted at the other locations.

Staff instruction
New employees at Påskehøjgaard receive instruction on alarm procedures and the evacuation concept. It should be investigated whether employees in the other units receive similar instructions.
Awareness of first-aid equipment, etc.
Employees at Påskehøjgaard are familiar with the location and use of first-aid equipment. It should be investigated whether employees in the other units have the same level of awareness.

Inspection of safety equipment
Safety equipment at Påskehøjgaard has been inspected. It should be investigated if safety equipment at the other units is inspected on a regular basis.

At the hospital, each clinical department has appointed a fire safety inspector responsible for adapting fire safety instructions to the department and reviewing the local procedures annually. Forum has many non-clinical departments, and a single fire safety inspector has been appointed for the entire building. It has generally been assumed that our employees based at the hospital were covered through the work of the fire safety inspector. However, Henning explained that the Department of Hepatology and Gastroenterology recently discovered that not all research staff are familiar with the fire safety procedures. He believes that this situation may apply to many research areas. He also asked who is responsible for employees working at temporary workstations located within other departments.
Tina will send a joint email to all employees reminding them to contact the fire safety inspector in the department where they are physically located (which may not necessarily be the department they work for).

6. **Elections for the Occupational Health and Safety Organisation**
Aarhus University's Occupational Health and Safety Organisation holds elections every three years. The current election period expires on 28 February 2027. The new term will commence on 1 March 2027 and run until 28 February 2030.
The nomination period for Occupational Health and Safety Representatives will take place from 16–27 November 2026. If vacancies remain after 27 November, additional candidates may still be nominated.

LAMU discussed the organisation of the Occupational Health and Safety within the Department of Clinical Medicine (IKM). At present, LAMU consists of four Occupational Health and Safety Managers and four Occupational Health and Safety Representatives, and it was recommended that this staffing level is maintained.

IKM currently has six Occupational Health and Safety Groups, with considerable variation in the number of departments assigned to each group. Henning suggested that the departments are distributed more evenly among the groups. LAMU decided to discuss the distribution of departments across the groups at the next meeting. Henning will prepare several draft proposals for the composition of the groups.

LAMU must appoint one or two election coordinators. Beatrice agreed to serve

as an election coordinator, provided that it is permissible to act as coordinator while also standing for election. Tina will investigate whether this is the case.

7. **Brief updates from Occupational Health and Safety Groups**
- **Group 1** has held its first meeting with Signe, who is the new Occupational Health and Safety Manager. The group needs to prepare a new flyer featuring Signe. There have been a couple of cut injuries, but none of them were serious. These were isolated workplace accidents and not incidents of the same type.

- **Group 2** has no new updates. Johanne has gone on maternity leave. The group has not received any inquiries.

- **Group 3's** Occupational Health and Safety Representative, Signe, is on maternity leave but will be returning soon. The group has not received any inquiries, but career pathways and office space allocation have been discussed, as many people share the offices. Lars believes that Signe and Malene have done an excellent job.

- **Group 4** has received only a few inquiries since the last meeting. In her role as an Occupational Health and Safety Representative (AMR), Anna is involved in the DNC 2.0 construction project through working groups on laboratories, logistics, and transport. The first user consultation round has been completed to prepare the building programme, which will be put out to tender.

- **Group 6** has spent considerable time addressing issues related to the psychosocial work environment at the Forum Animal Facility.

8. **Written information**
a) Tina briefly reviewed the Occupational Health and Safety statistics, which showed an increase in the number of cases involving psychological counselling during the first quarter of 2026. LAMU discussed whether the increase reflects a greater need for counselling services or simply greater awareness of the scheme.

9. **Any other business**
Tina has booked a booth at the **Annual Research Meeting**, where the Occupational Health and Safety Organisation (AMO) can promote the upcoming election for the new Occupational Health and Safety Organisation and the initiative on physical activity during the working day. Tina will send an email to the AMO regarding participation in the Annual Research Meeting.