



Welcome

Environmental Department



- **1. Legal requirements**



- **2. Engagement**





• Permits



- When working with chemicals
- Laboratory animals
- GMO's, pathogens
- Big laboratory infrastructure

• Conditions



- Limiting or avoiding emissions to air, water, soil,...
- Dealing with waste correctly
- Reporting spills
- ...

• Rules

- Procedures
- Regulations
- ...
- **WALK THE TALK !**



• Mobility

- Commuting (42% cyclists)
- International transport



• Sustainability

- Biodiversity on the campuses
- Catering
- movie : <https://f.io/Rkbq2SWY>



• Climate Team/Greenoffice

- Climate Team (staf members, 8 working groups)
- GreenOffice students
- movie : <https://www.youtube.com/watch?v=aVkw6PUiBpk>



A Sustainable University of Antwerp



CLIMATE TEAM AND GREENOFFICE
Students Policy
Longterm vision

ENGAGEMENT
MOBILITY
Bicycle
Repair service
Public transport
Test fleet

SUSTAINABILITY
Fruitbags
Catering Biodiversity
Recycling ???

EMISSIONS
CO₂

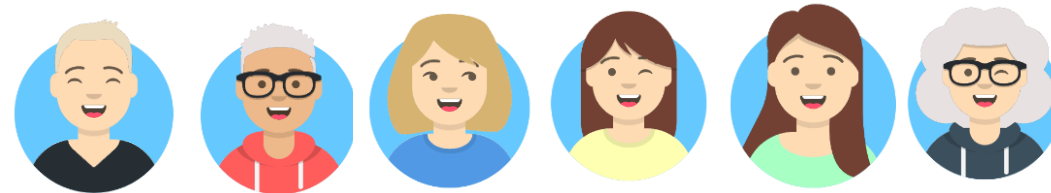
PERMITS
Lab animals
Chemicals
Biosafety

PROCEDURES
Investments
Evaluations
Spills
Purchase

LEGALLY REQUIRED
REGISTRATIONS AND AUTHORISATIONS
Codes Norms
Annual reports

The Environmental Department

Contacts: milieudienst@uantwerpen.be; greenoffice@uantwerpen.be;
mobiliteit@uantwerpen.be; groentetassen@uantwerpen.be



Who?	Function	Phone	Room
Marleen Clerinx	Head of department/ Environmental coordinator	03/265.2021	M.I.237
Carla Uwents	Sustainability and mobility coordinator	03/265.2905	M.I.235
Hilde Dewaele	Waste coordinator	03/265.2194	M.I.239
Leen Van Ham	Logistic support / Mobility	03/265.3240	M.I.238
Lieve Van den Bulck	Administrative support/ Vegetable bags	03/265.1806	M.I.238
Rita Mahieu	Assistant Environmental coordinator	03/265.2026	M.I.239
E-mail	milieudienst@uantwerpen.be mobiliteit@uantwerpen.be groentetassen@uantwerpen.be climate@uantwerp.be		



Welcome

Health and Safety Department

A good welcome procedure ...

nominates a mentor	
starts with a risk inventory	Mandatory for every new employee
specific risks	Need for more detailed risk assessment → More info in the Lab-session 😊
gives detailed info about alarm and evacuation procedures	
informs about the emergency measures	
encourages the new staff member to work safely	That's up to you all 😊

Emergency

Check PINTRA for more information

Evacuation instructions

Example of alarm sheet, displayed in the university buildings

This sheet tells you

- how to report an emergency

- where you are

Campus Drie Eiken (CDE)

Universiteitsplein 1, Wilrijk

Building - Floor - Room number

Where you have to await emergency services

→ RVP (Rendez Vous Point 112 - localisation by GPS

coordinates)

- what to do

- where to assemble

which information you should give to the emergency

services

ALARM Brand/EHBO Fire/First Aid

1. Bel Hulpdiensten
■ Waar?
UAntwerpen Stadscampus
Prinsstraat 13, 2000 Antwerpen
Gebouw s.A, verdieping 0
Lokaal s.A.003
RVP Uantwerpen 43
■ Wat?
Brand/Ziekte/Ongeval/Misdaad
■ Omvang?
aantal slachtoffers/getroffen zone

1. Call emergency services
■ Where?
UAntwerp Stadscampus
Prinsstraat 13, 2000 Antwerp
Building s.A, ground floor
Room s.A.003
RVP Uantwerpen 43
■ What?
Fire/Illness/Accident/Crime
■ Range?
number of victims/affected zone

2. Alarmeer
■ Druk de alarmknop
■ Roep om hulp

2. Alert
■ Push alarm
■ Call for help

3. Blus
■ Blus zo mogelijk het vuur
■ Onderneem slechts 1 bluspoging

3. Fire Fighting
■ Extinguish the fire if possible
■ Only 1 attempt

4. Evacueer
■ Gebruik de trappen, niet de lift
■ Sluit deuren en vensters bij vertrek

4. Evacuate
■ Use the stairs
Don't use the elevators
■ Close windows and doors as you leave

5. Verzamel
■ Ga naar het verzamelpunt:
Gebouw s.K binnenplaats
Kleine Kauwenberg 14, 2000 Antwerpen
■ Verlaat de verzamelplaats niet

5. Assemble
■ Proceed to the assembly point:
Building s.K binnenplaats
Kleine Kauwenberg 14, 2000 Antwerp
■ Do not leave the assembly point

6. Rapporteer aan hulpdiensten
■ Plaats en info incident
■ Achtergebleven personen
■ Andere nuttige info

6. Report to emergency services
■ Location and info of incident
■ Persons left in the building
■ Other useful info

**Neem geen onnodige risico's
Eigen veiligheid primeert**

**Do not take unnecessary risks
Own safety first**

RVP 112

Rendez Vous Points 112

= where you await the 112

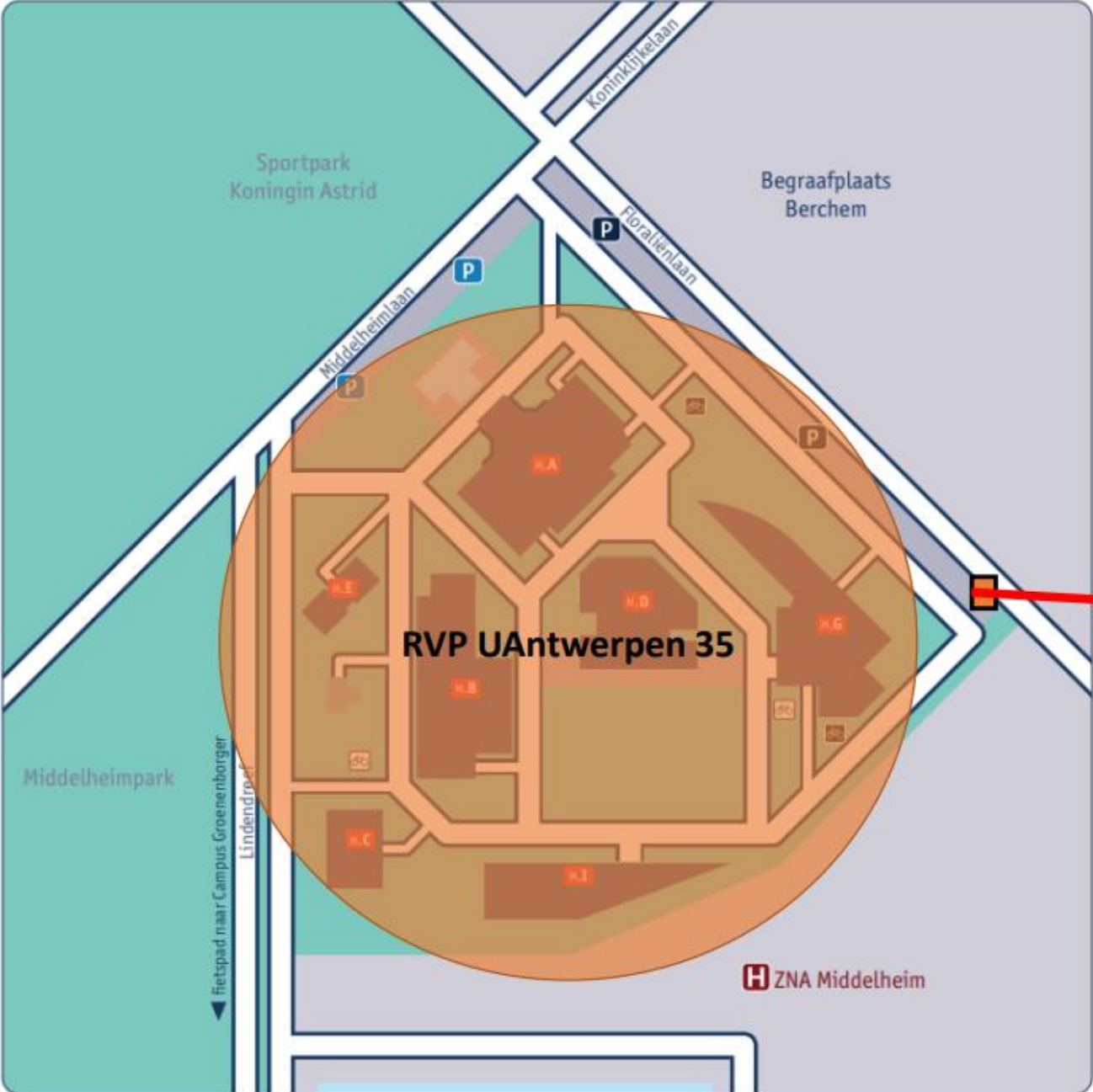
REMARK:

D.A does not have a RVP

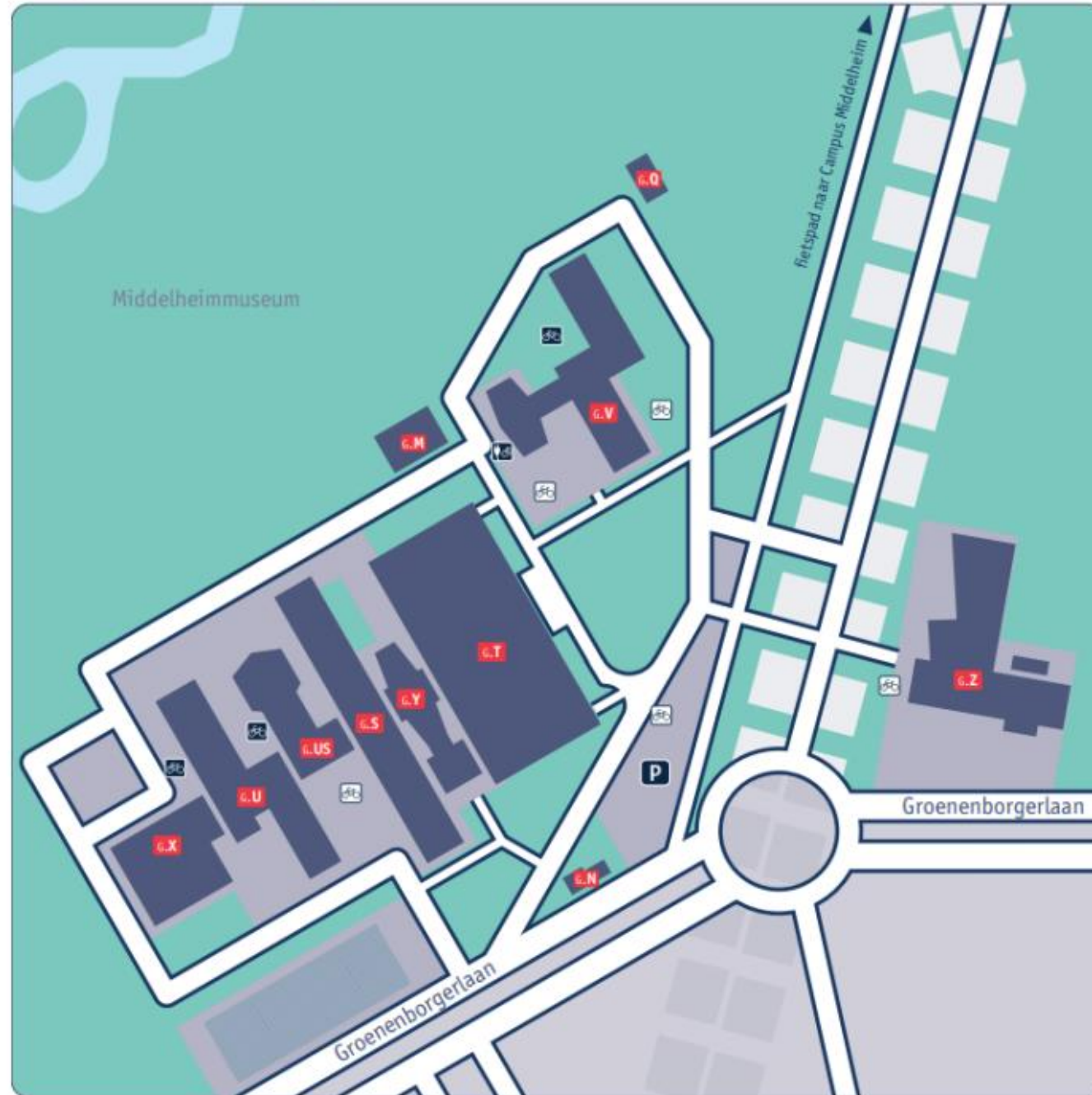
Adress = correct



Campus Middelheim



Campus Groenenborger



Fire compartments e.g. fire CST

Fire door
on side of flames



Fire door
on the "safe" side



- During the fire
- the door was closed
 - the fire extinguisher was in the correct place



Fire compartments – a simulation with open and closed doors

<https://www.youtube.com/watch?v=bSP03BE74WA>

Start@ 1minute 38 seconds



Right or wrong?



			
			
Wooden wedge	Piece of carton	Fire extinguisher Plastic wedge	PERFECT?



Training

Check PINTRA for more information

Training programmes: More information on Pintra

Start > Mijn Subsites > Health and Safety at Work > Training

Training

E-learning course
hierarchical line
Welcome new employees
Learning from incidents
Information about past
courses



Training on wellbeing topics



Looking for other available courses?

Suggestions for training on safety or the environment? Send us an [email](#).



15-step plan

EN: [Workshop computer ergonomics](#) (from slide 40)

15-stappenplan

NL: [Ergonomisch werken bij beeldschermwerk](#) (from page 11)

> Health and Safety at Work

Emergency, incident, terror Work safe Psychosocial well-being Health and disease Training About us Information CONFIDENTIAL

Start > Mijn Subsites > Health and Safety at Work > Health and disease > Ergonomics

Health and disease

Working from home

The occupational physician

Pregnancy and maternity protection

Ergonomics

Ergonomics working from home

Working with a disability

Life challenges

Infectious Diseases

Influenza (flu) vaccination at work

Why work ergonomically?

In a pleasant and comfortable environment, you can work with more energy, more pleasure and – hopefully – without complaints. The employer is responsible for ensuring a comfortable, ergonomically designed working environment, but preventing complaints is a shared responsibility.

The first symptoms of overload seem harmless: tingling and stiffness in hands, wrists, arms, shoulders and neck. These symptoms are localised, and they disappear after work. If you continue to overload your body for a longer period of time, however, you are likely to experience severe muscle, tendon and joint pain. You might also lose strength in your arms and hands. In a further stage, you might experience constant pain, even at night.

Complaints arising from repeated overload, which are referred to by the collective name musculoskeletal disorders (MSD), affect the upper and lower limbs, as well as the trunk. Most MSD are associated with joint, tendon and muscle pain, which often worsens if problems are not addressed in time.



Infographics

- [Adjusting the workstation](#)
- [Adjusting the chair](#)
- [Laptop-tablet use](#)
- [Move to stay healthy](#)
- [Stretching](#)
- [Shortcuts](#)

Presentations

Take a moment to go through the presentations of the workshops.

- [Workshop computer ergonomics](#) - Mensura
- [Webinar Good pipetting practice](#) - Toledo Mettler


Accidents:

Accident@work






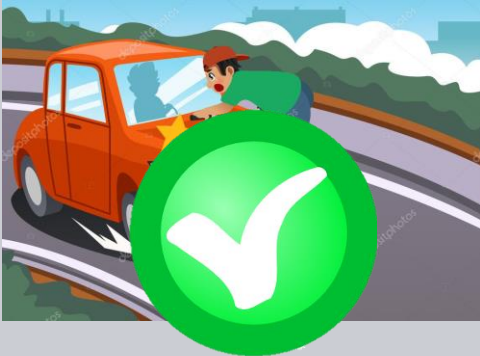

Commuting accident

Check PINTRA for more information




Accident: a few scenario's (1)

Accident Home → Work	Accident@work	Accident Work → Home	
			
Accident Home → Work	Accident@work	Accident Work → baby-sitter, bakery	Accident baby-sitter → home bakery
			




Accident: a few scenario's (2)

<p>Accident Home → Work</p>	<p>Accident@work</p>	<p>Accident Work → Home</p>	
			
<p>Accident Home → Work</p>	<p>Accident@work</p>	<p>Accident Work → baby-sitter, bakery</p>	<p>Accident baby-sitter → home bakery</p>
			

Accident: @Home while “teleworking” (1)

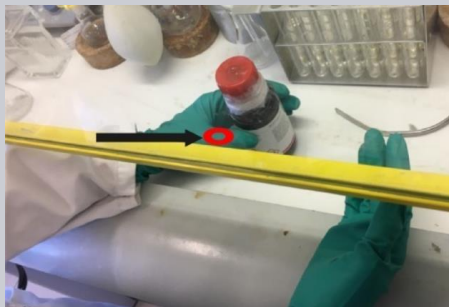
Accident Home → Desk Home	Accident Desk	Accident Desk Home → Home
 An illustration of a man in a green shirt and blue jeans falling backwards off a wooden step. He is holding a laptop that is tilted upwards. A pink toy car is flying through the air to the left. On the wall behind him is a framed picture of a woman. A small figure of a person is standing on the step he is falling from.	 An illustration of a man with red hair and glasses sitting at a wooden desk. He is wearing a blue shirt and is working on a laptop. A clock is on the wall behind him.	 An illustration of a man in a green shirt and blue jeans falling backwards off a wooden step. He is holding a laptop that is tilted upwards. A pink toy car is flying through the air to the left. On the wall behind him is a framed picture of a woman. A small figure of a person is standing on the step he is falling from.

Accident: @Home while “teleworking” (2)

Accident Home → Desk Home	Accident Desk	Accident Desk Home → Home
		

Accident versus Occupational disease

Accident@work



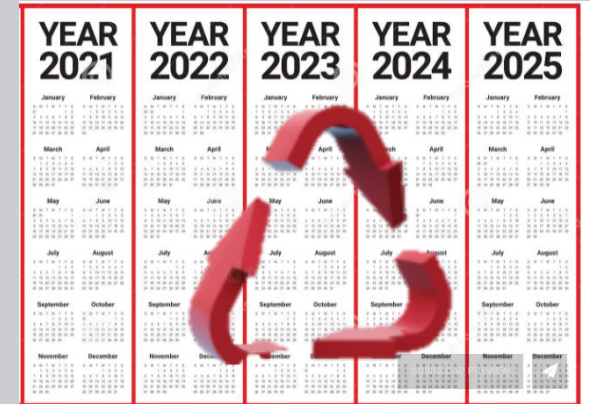
Slipping on wet floor/Droplet on glove

One point in time



Occupational disease e.g. Repetitive Strain Injuries (RSI)

! Importance of ergonomics!



- Pain
- Joint stiffness
- Muscle tightness
- Redness
- Swelling
- Numbness
- Pins and needles sensations
- Skin colour changes

Work-related psychological risks

> Health and Safety at Work

[Emergency, incident, terror](#) [Work safe](#) [Psychosocial well-being](#) [Health and disease](#) [Training](#) [About us](#) [Information CONFIDEM](#)

[Start](#) > [Mijn Subsites](#) > [Health and Safety at Work](#) > [Psychosocial well-being](#)

Psychosocial well-being

[Violence, harassment and sexual harassment at work](#)

[Support channels](#)

[What to do as a bystander](#)

[Eyeopener transgressive behavior](#)

[Reporting procedures regarding psychosocial issues](#)

[Stress due to working conditions](#)

[My Stress Coach. Your personal stress meter](#)

[Wellbeing survey](#)

Psychosocial well-being



The well-being regulation requires that every company strives to avoid psychosocial stress at work.

A psychosocial burden:

> Health and Safety at Work

Emergency, incident, terror Work safe Psychosocial well-being Health and disease Training About us Information CONF.

Start > Mijn Subsites > Health and Safety at Work > Psychosocial well-being

My Stress Coach. Your personal stress meter

Psychosocial well-being

Violence, harassment and sexual harassment at work

Support channels

What to do as a bystander

Eyeopener transgressive behavior

Reporting procedures regarding psychosocial issues

Stress due to working conditions

My Stress Coach. Your personal stress meter

Wellbeing survey

Support

You can turn to:

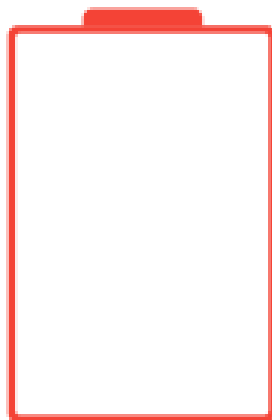
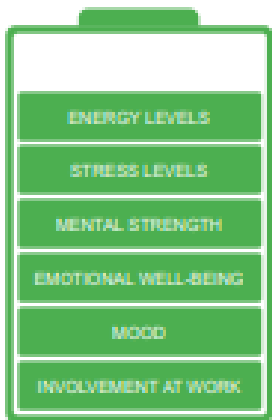
- the university's [confidential advisors](#) for help with the psychosocial aspects of your job
- [Mensura – external health & safety department](#) if you would like to talk to an occupational physician or a health and safety advisor regarding psychosocial aspects (= occupational psychologist)
- the [Human Resources Departement](#)

My Stress Coach. Your personal stress meter

My Stress Coach, a new interactive tool of Mensura, gauges your individual perceptions of stress. In only 10 minutes you measure your energy level and receive a personal report

containing specific, customised tips at the end. Your answers are completely





-limit your alcohol intake

-do sufficient physical exercise, but avoid sport that is too intensive in the two hours before you go to bed.

Complaints that are commonly associated with tension include: headaches or migraines, stomach/intestinal problems, neck or shoulder pain, heart palpitations or difficulty sleeping.

-discuss these with your doctor

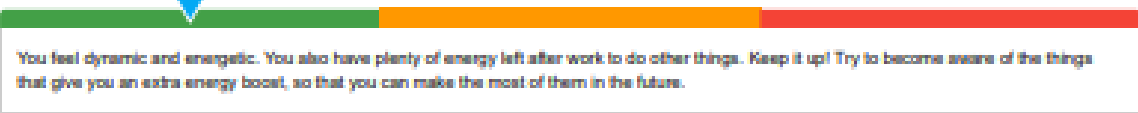
-look for the cause of your stress

-do not allow stress to build up; do regular relaxation exercises

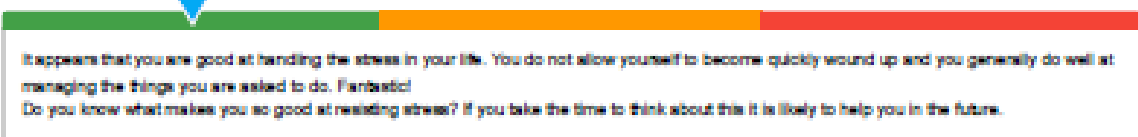
-do sufficient physical exercise

-take care to follow a balanced diet

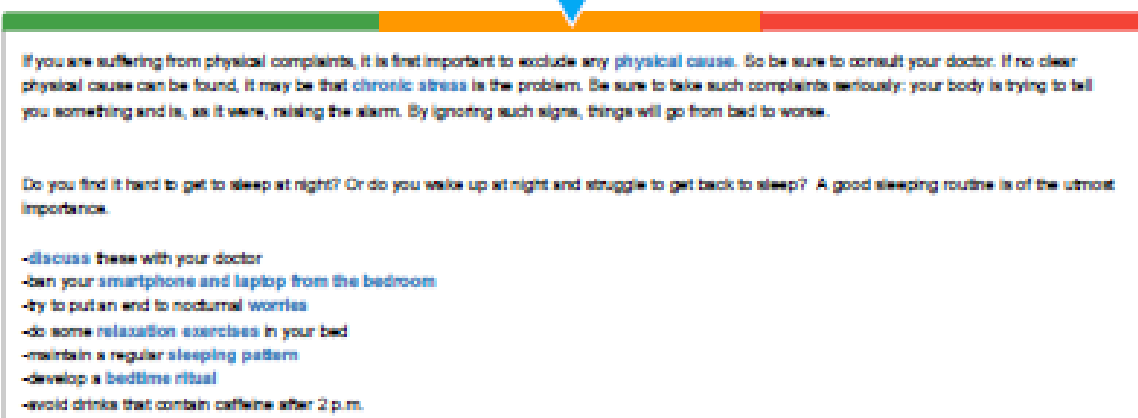
YOUR ENERGY LEVELS



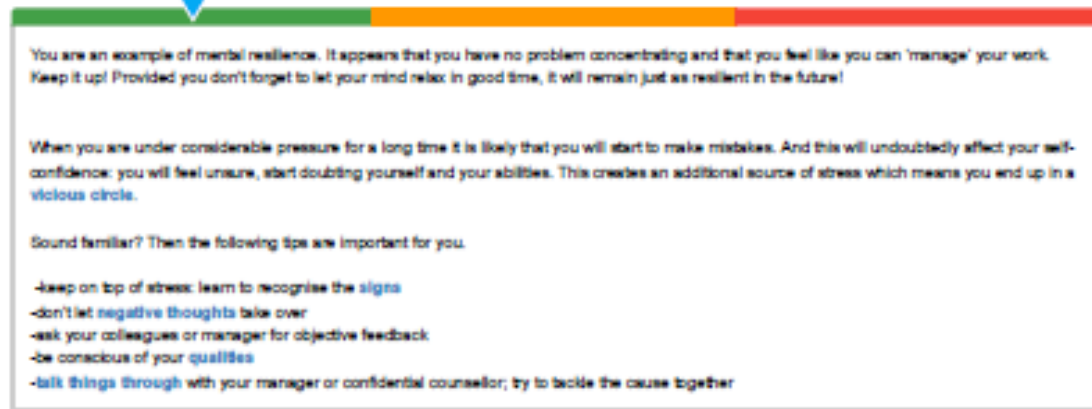
YOUR STRESS LEVELS



YOUR PHYSICAL WELL-BEING



YOUR MENTAL STRENGTH



YOUR EMOTIONAL WELL-BEING



YOUR MOOD



YOUR INVOLVEMENT AT WORK





Communication

> Marketing and Communications Department

Our role Distributing a message Organising an event Support Tools Contact

Start > Mijn Subsites > Marketing and Communications Department > Distributing a message > Communication channels

Distributing a message

Communication per target group

Communication channels

Email

Email newsletters

On-campus displays

Pintra

Press

Social media

UAntwerp communication channels

Do you have a message for one of our generic target groups? Then we can use the following communication channels:

- [Email](#)
- [Email newsletters](#)
- [On-campus displays](#)
- [Pintra \(newsletter, intranet and blog\)](#)
- [Press](#)
- [Social media](#)
- [Student portal](#)
- [University of Antwerp Magazine](#)
- [Website \[www.uantwerpen.be\]\(http://www.uantwerpen.be\)](#)

Pintra Alert



Thank you for your
cooperation!