Appendix 1

Responsible for the department
Head of department Magnus Mörtl: Tfn 070 336 9876, 08 16 47 31
Deputy head of department Iain Pitcairn: Tfn 070 462 79 71
Administrative manager Viktoria Arwinge: Tfn 070 103 04 00

Head of research themes
Martin Jakobsson (Marine Geology): Tfn 073 619 14 09, 08 16 47 19
Alasdair Skelton (Geology): Tfn 076 770 76 99
Magnus Mörtl (Geochemistry): Tfn 070 336 9876

Other important functions
Safety manager: Richard Gyllencreutz, Richard.Gyllencreutz@geo.su.se
Safety manager: vacant

Radiation safety officer, Volker Brüchert
Fire protection manger, Iain Pitcairn
Fire protection controller, Arne Lif, Iain Pitcairn
Flammable item manager, Julia Steinbach
Deputy flammable item manager, Rienk Smittenberg

KLARA-system operators at IGV
Heike Siegmund, Julia Steinbach och Carina Johansson

Safety advisor and waste contractor at SU
SEKA Miljöteknik AB, Daniel Sellberg, 070-795 00 26, daniel.sellberg@sekamiljoteknik.se

Security officers at SU
Mikael Corell, laboratory safety coordinator, phone 08-16 22 51, mikael.corell@su.se
Thomas Hårberg, Acting Security Manager, phone 08-16 10 25, thomas.harberg@su.se

Environmental officer and the KLARA system at SU
Margaretha Vickes Åkerholm, phone 08-163312, margaretha.akerholm@su.se

Evacuation leaders
Draupnir Einarsson and Iain Pitcairn, plan 1
Carina Johansson and Eve Arnold plan 2.
Julia Steinbach and vacant, plan 3
Joakim Mansfeld and Heike Siegmund, plan 4
Appendix 2

AFS list (full text is available at www.av.se)

Use and control of pressurized devices (including gas cylinders) 2017: 3
  Working alone 1982:3
  Gases 1997:7
Pregnancy and breast-feeding 2007:5
Hygienical limits 2018:1
Chemical Working Environment Risks 2011:19

The Swedish original list is as below.

AFS förteckning (fullständig text finns under www.av.se)

Användning och kontroll av trycksatta anordningar (inklusive gasflaskor) 2017:3
  Ensamarbete 1982:3
  Gaser 1997:7
Gravida och ammande arbetstagare 2007:5
Hygieniska gränsvärden 2018:1
Kemiska arbetsmiljörisker 2011:19
FOR EXCURSIONS AND FIELD WORK (ALONE OR GROUP)

NOTE! To be completed jointly in the group (alternatively by the single worker) before work off campus

Date for travel:________________________ Date for home coming:________________________

Means of transport:___________________________________________________________________

(Traffic accidents to and from field work are likely to be a significant part of the risks. Consider means of transport and all types of transport other than car, especially in an area with poor road conditions).

Place for field work:_________________________________________________________________

Eventual field station,
Phone:__________________________

Housing, address:________________________ Phone:________________________

IMPORTANT
Have you / you done this type of sampling / work in this environment before? □ YES □ NO
IF NO; Talk to someone who has experience of the work / environment for practical or at least theoretical guidance.

Brief description of work:________________________________________________________________

________________________________________________________________

________________________________________________________________
Risk assessment of work done.  □ YES □ Not relevant

Remember! All incidents and injuries must be reported in SAMIR.

NOTE! Also consider whether the vehicle needs to be marked with "dangerous goods", "liquid nitrogen" etc. See also “Transport of dangerous goods” in the document ‘Safety regulations at the Department of Geological Sciences (IGV)’.

Checklist

□ Safety equipment specific to this work. Consider weather / temp / season. ☃

□ Training / information on safety before particularly risky procedures.

□ Inform the colleagues who follow in the field about any medications, allergies and health conditions, as well as procedure in case of any crisis situation. (e.g., adrenaline or antihistamine against anaphylactic shock).

□ First aid kit (L-ABC courses are given regularly on SU)

□ CPR (cardiopulmonary resuscitation), someone in the group should have training in this (courses given regularly on SU).

□ If it is possible to find out where the nearest healthcare facility is, so that you know where to go if you need care.

□ Everyone in the group should have address / directions to the current position in order to be able to call 112 in the event of an accident.

□ Tools that may be needed for machines, vehicles etc.

□ Permission (possibly needed for sampling)

□ Licenses (for the performance of certain machines, weapons, etc.)

□ Weather forecast in the field area. Can determine what you need to bring with you (e.g. compass for navigation in fog on the lake).

□ Check that there is mobile phone coverage in the area for the work (depends on the operator / network).

□ Extra battery or portable (battery powered) mobile phone charger if needed. Waterproof case for mobile phone.
All employees at SU are insured with Kammarkollegiet. When working abroad, make sure that you have the Kammarkollegiet's insurance card (with telephone number for Falk that assists in the case of illness), ask your administrator. Your European health insurance card must also be included in the EU. It is ordered from Försäkringskassan.

Prior to planned transportation of chemicals or dangerous goods contact the university's safety adviser.

Daniel Sellberg, daniel.sellberg@sekamiljoteknik.se, 070-795 00 26 or Patrik Karlsson patrik.karlsson@sekamiljoteknik.se, 070-795 00 27 for counselling and information about for example demands on signs on vehicles or education.

Remember to inform family members about who they can contact at the department if they are worried about missing the contact with you.

Who has regular contact with the group at the department:
Contact person 1 (name, phone)
Contact person 2 (name, phone)

Checklist completed, date:____________________________
Participants:__________________________________________________________________________