

Division of responsibilities 2018 in the Science Park

Description of what is entails to be responsible

The person(s) responsible for the room must ensure that the room is in such a condition that it is possible to perform work according to the safety rules and the requirements of the Danish Working Environment Authority. **All employees are obliged to clean up after himself/herself**, and they must also immediately **comply with the orders from the person(s) responsible**.

Floor	Room no.	Apparatus	Person responsible
Basement	2.0	Typhoon	Christian Heegaard
Basement	3131.0.13	Ultracentrifuges	Henrik Hartvig Kolmos
Basement	3131.0.13	Scintillation counter	Charlotte Rhode Knudsen/Karen Margrethe Nielsen
2nd floor	3132.2.11	Ultracentrifuge	Anna Marie Nielsen/Henrik Hartvig Kolmos
1st floor	3132.1.12	Gel-Doc	Karen Margrethe Nielsen
Basement	corridor	Ice machine	Kristian Graf/Tom Mortensen
Basement	3132.0.01	Radioactive refuse room	Anni Christensen
Basement	3131.0.10	Isotope laboratory	Niels Sandal Christian Heegaard Claus Oxvig
			} Superuser
Basement	3131.0.11	Darkroom	Ida Thøgersen
Basement	3130.0.08	Fisher Enzyme freezer	Anette Kjems
Basement	3131.0.12	Autoclave room	Susanne Thorsen and Jeanet Jensen
Basement	3131.0.12	Millipore facility	Henrik Kolmos
1st floor	3130.1.12	Photocopying machines	Dorte Abildskov
2nd floor	3131.2.09	Glass dishwashing	Susanne Thorsen and Jeanet Jensen

Liquid nitrogen tank	"The cage" in the parking lot	Søren Thirup
Pressure cylinders	"The cage" in the parking lot	Ida Thøgersen
Photocopying machine		Dorte Abildskov
Film dosimetry		Dorte Abildskov
Lab coats		Lan Bich Van
Waste management		Maria Møller/Maria Vinther
Waste packaging – Purchase (storage in Basement under bld. 3)		Maria Vinther
Purchase of plaster		Susanne Vends

Ethanol:

Purchase:	David Munch 87154935
Administration:	Dorte Abildskov

Responsible for keys:

Building 3131.1	Kim Møller Johansen.
ENG Building 3131.2	Annette Kjems
Building 3131.3	Anni Christensen
Building 3132.0	Susanne Vends
Building 3132.1	Karen Margrethe Nielsen
Building 3132.2	Anna Marie Nielsen/Tanja Klumchuck
Building 3133.1	Bente Andersen
Building 3133.2	Margit S. Rasmussen
Building 3133.3	Pernille Rimmer Noer
Building 3134.0	Ida Thøgersen
Building 3134.1	David Munch
Building 3134.2	David Munch
Pavilion 3	Connie Jenning Melchjorsen. ENG

The following items are found in the Common Storage room (3131.0):

Detergent, filter salt, cloths, napkins	Jeanet Jensen/Susanne Thorsen
Tin foil, Vita Wrap, black plastic bags, hand soap	Jeanet Jensen/Susanne Thorsen
Coffee, tea	Jeanet Jensen/Susanne Thorsen
Coffee filters, tea filters, tableware	Karen Margrethe Nielsen
Eye rinse bottles	Karen Margrethe Nielsen
Tork paper towel	Annette Kjems

Canteen committee: Karen Margrethe Nielsen

Safety supervisor in the Science Park: Niels Sandal (Office 3135-1,08)