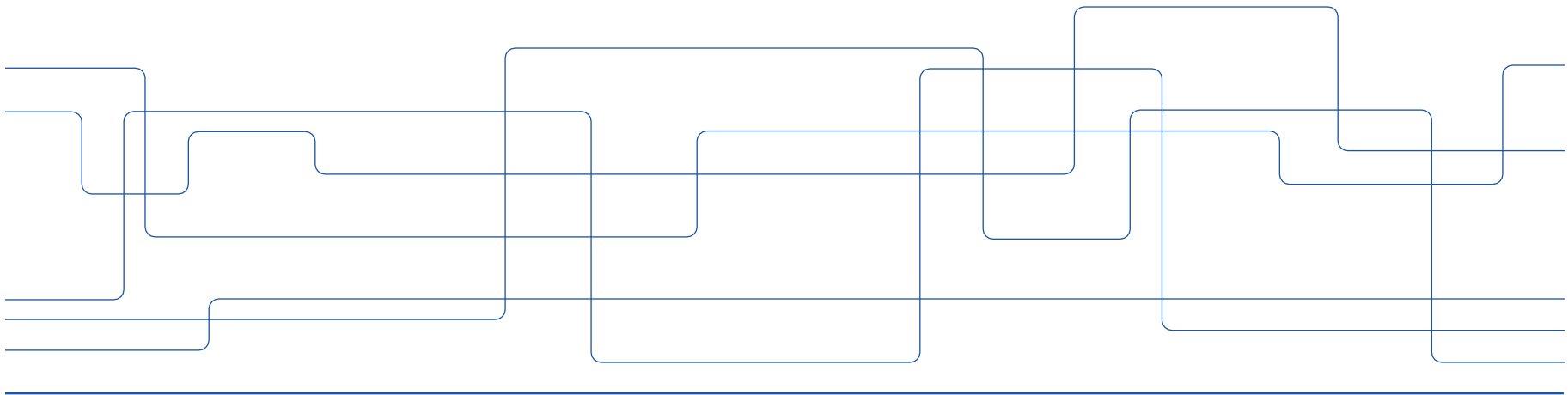




Välkommen till EECS personalmöte

Welcome to EECS All Employee Meeting

A written summary of the meeting will be posted on intra.kth.se/eeecs





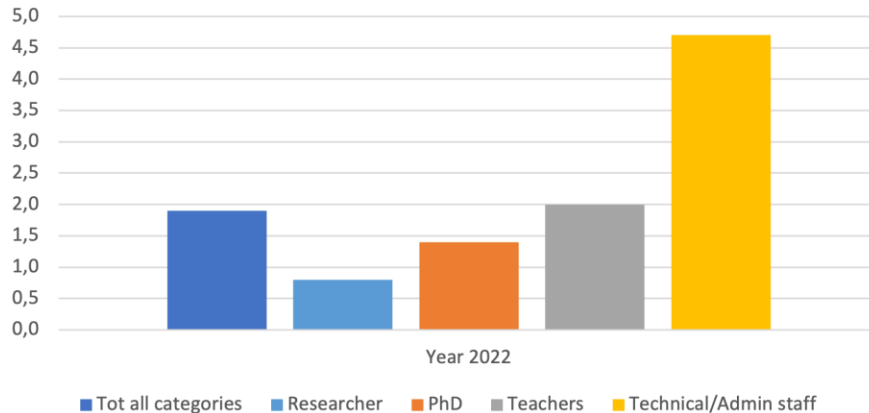
Agenda

- Health, safety and environment (HSE)
 - Q3 statistics over incidents and sick leave
 - HSE at EECS, strategy and action plan, crisis exercise.
 - The phishing attempt.
- New managers
- Hybrid rooms
- New Smart sign screens
- The department support teams
- The orientation decision
- Agency capital investments
- Current challenges
- Q&A.



Sick leave Q3

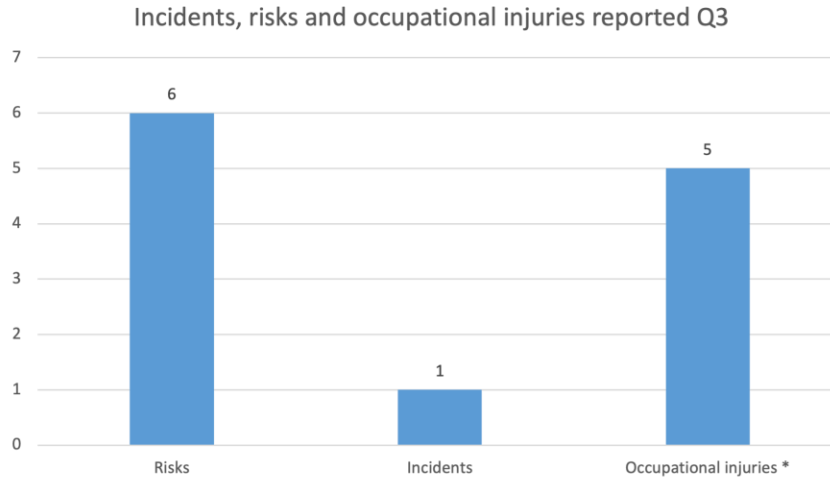
Reported sick leaves for Q3 2022



Sick leave on a national level, government employees (Q2)

- Women: 3 %
- Men: 1,8 %

Incidents Q3



*Includes 1 commuting accident

- Keep on reporting!
- That way, we can increase our safety.
- First step was to decrease our incidents regarding chemicals
- Next step is to make a HSE plan which will be included in our Operational plan for 2023.

HMS work at EECS

Fire

- EECS needs to step up its work on fire protection and fire prevention both in labs and general areas. We must do better regarding compliance with current legal requirements for fire hazardous and explosive materials (Brandfarlig/Explosiv vara).

Chemicals

- New procedures for procurement, storage and documentation are being implemented and imposed by KTH centrally which affects both labs and facilities.

Safety procedures

- Up until now there hasn't been any centralised coordination regarding lab safety issues and therefore this will be targeted.



These matters will be addressed in the new Operational plan 2023

Strategy and action plan for 2023 - safety issues

Main goal: to build a safety culture at EECS

How:

A work group including both staff and safety representatives will work to set the goals for our safety work in both labs and offices.

Purpose:

To develop a comprehensive strategy for our safety work across EECS as a whole.



Crisis exercise

- There was a crisis exercise with the school management and the school's crisis group on 13 October.
- The exercise included a practice case in Kista where they tested the crisis protocol. Safety representatives and the school's crisis and preparedness organisation were also called in.
- **Background:** we have a relatively new crisis group and they have had a few workshops on the crisis plan, "Krispärm". Checklists have been developed and were now being tested to see if these were up to date and useful.
- The exercise showed that improvements were needed. Ann Lantz, Sara Johansson and Sturle Hauge Simonsen are working on proposals for improvement.



The phishing attempt

- There was a recent phishing attempt at our school.
- Important that we continue to be cautious.
- Thank you for reporting and handling it well!
- Continue to report such attempts by sending an e-mail to IT support with the malicious e-mail as an attachment.





New managers at EECS

Karin Buzzi-Donato, finance manager

[Karin's KTH profile](#)



Sturle Hauge Simonsen, communications manager

[Sturle's KTH profile](#)





Hybrid rooms

Ten more rooms on our two campuses will receive new equipment to make it easier to hold hybrid meetings via Zoom rooms.

- Greta Woxén
- Laila Ohlgren
- Annica Tiger
- Björn Ericson
- Kerstin Severinsson Eklundh
- Germund Dahlqvist
- Kalle Siklosi
- Motala
- Grimeton
- Ada



Estimated installation is before Christmas.



Digital screens with Smart sign

About 20 kitchens will be equipped with digital screens. The purpose is:

- To get easier access to information regarding the school
- To get the possibility to follow AEM meetings and division's APTs via a computer or other device.

Estimated installation is before Christmas

For more information, contact [Sara Johansson](#)





The department support teams

- All teams are now established.
- Each department has its own support team within finance, controlling and HR.
- Don't forget to use this resource!

[Support for departments](#)





Orientation decision for teachers in first and second cycle education

- The employee survey 2021 showed high stress levels among teachers.
- An investigation showed an unbalanced teaching load distribution.
- Several actions have been taken to improve the situation.
- Besides the taken actions, the school management found it necessary to stress that all are expected to be involved in teaching.
- The orientation decision clarifies to what extent teachers are expected to be involved in teaching.
 - Professor at least 20 %
 - Associate professor at least 50 %
 - Assistant professor max 30 %
 - Lecturer 100 %
 - Researchers max 20 %
 - Post doc max 20 %
 - Doctoral student max 20 %



Agency capital investments

- On 20 October, amongst others, the school's division and department heads, had a gathering together with the school management.
- The goal of this gathering was to get input for a 3–5-year plan for our agency capital investments.
- All departments and divisions presented their plans.
- We decided on a few actions that will be included in our Operational plan.
- The school management will summarise and establish a plan for our agency capital investments.



Current challenges

- Increased rental costs with 6 %.
- The situation at the finance unit.
- Cleaning in Kista.
- Department supports teams.
- A lot of changes at the KTH central level – leading to a high workload for the school management.

Stay tuned on Slack for direct information from the head of school!





Next AEM is on 24 November

- Where? Let's vote!
- Keep an eye in our weekly newsletter pEECS and Slack for Zoom link and agenda.
- Send your proposals for topics to communication-support@eecs.kth.se



The autumn term's All employee meetings

24 November

20 December

Same Zoom link for all AEM <https://kth-se.zoom.us/j/65209843843>

Q & A



See you at our next all employee meeting!

Keep updated on intra.kth.se/eecs and on Slack

