



CORPORATE WORKING ENVIRONMENT COMMITTEE (KAMU)

MEETING MINUTES

Notice: An AI solution has been used to translate the following meeting minutes. The meeting minutes are not approved. At any time, the approved Danish meeting minutes available on [DTU Inside](#) will be applicable.

Date: 24 September 2026

Time: 9.00-11.30

Location: LY101, meeting room 4

Attendees

President, Anders Overgaard Bjarklev, Chairperson

Technical project manager, Jakob Brinkø Berg, CAS DPP, Vice Chairperson

Head of Department, Malene Kirstine Holst, DTU Engineering Technology

Head of Administration, Søren Siggaard Knudsen, DTU Wind

Laboratory Technician, Bodil Madsen, DTU Food

Coordinator, Henrik Jensen, AIT

Head of Secretariat - NEST, Malte Marcussen, DTU Wind

Senior Executive consultant, Steen Larsen, DTU Chemical Engineering, working environment coordinator

Student, Hans Christian Maturell Henriksen, Polytechnic Association

Student, Anders Strøbæk, Polytechnic Association

Associate Professor, Bastian Epp, DTU Health Tech, Vice Chairperson of HSU, Observer

Corporate Work Environment Secretariat

Section Manager, Lars Villadsen, CAS AB

Development Consultant, Simone Clauwaert, CAS AB

Head of Office, Christina Colding Nedergaard, Corporate HR

Absent

Head of Department, Claus Helix-Nielsen, DTU Sustain

Head of Department, Erling Halfdan Stenby, DTU Chemistry

Agenda

1. Welcome by the President Anders Bjarklev

a) Approval of the minutes from the previous KAMU meeting

Attachment 1: Minutes from KAMU meeting on 28.05.2026

The minutes from the previous KAMU meeting were approved without comments.

b) Approval of the agenda

The agenda for the current KAMU meeting was approved without comments.

2. Safety Moment by Lars Villadsen, CAS AB

As the light rail is now operating on the Lyngby campus, it is important to:

- Follow traffic regulations.
- Respect signs and traffic signals.
- Look up from your mobile phone.
- Remove your headphones/earbuds.

The Light Rail operator has approached DTU because train drivers are concerned about the traffic behavior they are observing on campus. As a result, DTU has launched a number of initiatives focused on awareness and safe conduct in traffic (see slide).

- Ongoing communication about traffic behavior on DTU Inside.
- Signs installed at various crossings on campus.
- Agreement with the organizers (AUS) of the introductory days:
 - KABS and student mentors place an emphasis on good traffic behavior.
- Campaign in collaboration with the Danish Road Safety Council: Promoting a Positive Cycling Culture.
- The issue was discussed at a meeting in the University Leadership and Management Forum in September.
- Safety Moment at the Working Environment Coordinator (AMK) network meeting:
 - Encouragement for AMKs to communicate the message within their own university units.
- Safety Moment at the DTU Sports Representative Council meeting:
 - Encouragement for the topic to be communicated further within the clubs.

The President and the Corporate Working Environment Committee (KAMU) discussed safe behavior in traffic, particularly in relation to the light rail. A joint appeal was made for all of us to remain attentive and set a good example when moving around in traffic.

3. KAMU's Rules of Procedure by the President Anders Bjarklev

The President informed KAMU that updates to the committee's rules of procedure will be proposed at the KAMU Q4 meeting on 3 December 2026. The proposed changes concern:

- It would be advantageous for one of the management representatives in KAMU to be from AUS.
- Creating the possibility of establishing working groups.
- Strengthening collaboration and coordination between KAMU and HSU through the vice-chairs.

In addition, the President informed KAMU that, as Erling Halfdan Stenby of DTU Chemistry is stepping down as Head of Department, the President will appoint a new management representative to KAMU.

KAMU also discussed the importance of allocating sufficient time for discussion of agenda items that require decisions. It was therefore agreed that such items should be given priority and placed earlier on the agenda, while information items should be scheduled towards the end of the meeting.

4. News from the Chairperson by the President Anders Bjarklev

a) The Light Rail

The Greater Copenhagen Light Rail has opened and provides improved transportation options to and from the Lyngby campus.

Overall, the Light Rail has been well received, as it makes it easier for students, employees, neighbours, and visitors to travel to and from campus using public transportation.

Extensive preparations were carried out in connection with the construction of the Light Rail, and there have been no reports indicating that DTU's measurement equipment is being affected by vibrations or similar impacts from the Light Rail.

b) Students at Risø Campus

A new Diploma Engineering programme in Industrial Technology has been launched at the Risø campus, with a total of 17 new students enrolled in the programme.

Attendance rates are high, and there is a positive atmosphere among the students. Efforts are being made to create a strong and supportive study environment, and PF is working to ensure that the programme is represented on one of the existing student councils.

5. News from the Corporate Working Environment Secretariat by Lars Villadsen, CAS AB og Christina Colding Nedergaard, Corporate HR

a) Questions and comments on the information letter *DTU Work Environment Info Attachment 2: DTU Work Environment Info*

In the latest edition of the information letter, articles covered the start of the season in DTU Sport, sickness absence at DTU, the Emergency Management Forum (EMF), influenza vaccinations for employees and students, as well as health, safety and emergency courses at DTU.

KAMU was encouraged to share DTU Work Environment Info locally within the university units.

b) Status of the DTU Health & Safety E-learning project

As proposed at the KAMU Q2 meeting, information about the DTU Health & Safety E-learning has been sent to Head of Departments, Directors, and administrative managers across the university units, together with an encouragement from KAMU that all employees complete both the DTU Health & Safety E-learning and DTU's evacuation video, DTU Emergency Response.

In addition, there is a particular focus on the onboarding of new employees, and the project group is in dialogue with AUS and PF regarding how best to make the e-learning accessible to students.

CAS AB and AIT have entered into a collaboration to develop a reporting module in Qlik Sense, enabling the extraction of statistics on how many employees within a university unit (at section level) have downloaded and completed the DTU Health & Safety E-learning.

If needed, the e-learning programme can be further developed, and the supplier is currently investigating the possibility of creating a web-based solution that would allow the training to be completed on a PC.

c) Influenza Vaccination Offered in 2026

DTU will once again offer free influenza vaccinations to all employees during weeks 43, 44, and 45 of 2026 at the Ballerup, Risø, Lyngby, and Hirtshals campuses, as well as at the research facilities in Silkeborg and Nykøbing Mors.

Students will also be able to take advantage of the offer for a co-payment of DKK 149.

The vaccinations will be administered on-site at DTU by Danske Lægers Vaccinations Service (DLVS).

Further information is available on [DTU Inside](#), where appointments for vaccination can also be booked.

d) Status of the Implementation of the Sunflower Lanyard at DTU

DTU has joined the Sunflower Program, and this is one of the ways in which DTU is taking responsibility for strengthening inclusion, equality, and a sense of safety within DTU's working and learning environments.

The Sunflower Program promotes greater awareness of hidden disabilities, both physical and psychological. At DTU, everyone is expected to show patience and consideration toward colleagues and fellow students, regardless of whether they wear a sunflower lanyard.

The green sunflower lanyard is available free of charge at all DTU locations (receptions and student counselling offices). Feedback from reception staff and PF indicates that the lanyard has been well received, including during student orientation activities.

There are both green and white sunflower lanyards. Wearing a green sunflower lanyard is a way of indicating that you may need additional consideration, time, and patience in everyday situations.

Wearing a white sunflower lanyard shows support for the Sunflower Program.

Wearing a sunflower lanyard is entirely voluntary.

KAMU asked whether the white sunflower lanyard could also be made available at DTU, and Christina will investigate this further.

Additional information, including a video and a Q&A, is available on [DTU Inside](#) and [student.dtu.dk](#).

Further information can also be found on the Sunflower Program's own [website](#).

KAMU members were encouraged to watch the video about the Sunflower Program and communicate the message within their respective university units (see slides).

e) Follow-up on Sick Leave

DTU's sick leave report was presented earlier this year to both the Cooperation and Joint Consultation Committee (HSU) and KAMU.

Over the past three years, the average level of sick leave at DTU has remained stable at just under seven days per employee per year, and slightly more than three days per employee per year, excluding long-term sickness absence.

Long-term sickness absence accounts for more than half of all sick leave. Each year, just over 400 employees (approximately 5%) experience long-term sickness absence.

Overall, the level of sick leave at DTU is comparable to that of other workplaces within the Danish state sector.

The 2026 collective bargaining agreement for the public sector addresses, among other things, the need for preventive measures to reduce work-related stress. Such initiatives can contribute to lowering levels of sickness absence.

The Cooperation and Joint Consultation Committee (HSU) has likewise called for renewed focus on sickness absence and its management.

Management, the working environment organization, and the cooperation organization all have a role to play in monitoring sickness absence and implementing remedial and preventive measures (see slide). In addition, the HR Partner and the Working Environment Coordinator can provide support and act as sparring partners for management.

Follow-up on sickness absence has been incorporated into the Local Cooperation Committee's (LSU) annual cycle, and a guide has been developed to support preparation for discussions on sickness absence (see slide).

KAMU discussed sickness absence and the underlying data, drawing attention to the following points:

- The purpose of using statistics should be transparent.
- It is important to communicate that sickness absence statistics are not intended to be used as a tool against employees.
- Statistics can be used as a reference point at an overall level and when viewed over a longer period of time.
- Statistics are dependent on, and only as reliable as, the data that have been recorded.
- There are differences and variations in registration practices across DTU.
- When employees are sick (i.e., unfit for work), they should rest and focus on recovery rather than work from home.
- From a health and safety perspective, the focus of follow-up on sickness absence should be on discussing whether there are factors in the working environment that may be contributing to the absence and, where relevant, addressing those factors.

f) LTK Emergency Network

The LTK Emergency Network is a local networking initiative for organizations and companies in the Lyngby-Taarbæk Municipality.

The network was established by DTU in collaboration with Science City Lyngby. Participants include local businesses, educational institutions, and organizations that are members of Science City Lyngby.

The network meets on a quarterly basis with the purpose of sharing knowledge and experiences, and discussing opportunities for collaboration (see slide).

g) Guideline on Workwear for Employees Posted to Greenland and the Arctic

A working group has been established with the purpose of developing a guideline on clothing and protective wear for employees posted to Greenland and the Arctic. The aim is to ensure appropriate attire with regard to climate conditions, occupational health and safety requirements, while also ensuring compliance with relevant regulations and collective agreements.

The working group consists of three representatives from KAMU (Jakob Brinkø Berg, Henrik Jensen, and Claus Helix-Nielsen) and one representative from HSU (Janne Dragsted). In addition, the Corporate Working Environment Secretariat may provide support with the implementation of the guideline.

The responsibilities of the working group include:

- Mapping needs and gathering experiences from relevant stakeholders.
- Collecting information on applicable legal requirements and collective agreement provisions.
- Preparing a draft guideline that is clear, practical, and easy to apply.

The draft guideline will subsequently be submitted for approval by both KAMU and HSU.

The working group has already held its first meeting, and the guideline is expected to be ready for presentation to KAMU in Q3 2027.

Pause

6. DTU's Dialogue Frameworks - Implementation Activities by Lars Villadsen (CAS AB) and Christina Colding Nedergaard (Corporate HR)

Following the evaluation of DTU's dialogue frameworks, work is now continuing on the following prioritized development initiatives:

- LSU: Annual cycle and generic agenda template.
- Annual Working Environment Discussion: Development of a template.
- DTU APV Questionnaire: Expansion of the questionnaire to cover a broader scope and include questions related to the psychosocial working environment.

Principles for Implementation

- Working environment is a management responsibility
 - one that is addressed collaboratively across DTU, e.g. through HSU and KAMU.
- Coordination of existing processes
 - aligning and connecting parallel activities already underway
 - encouraging coordination and mutual awareness between the working environment organization and the cooperation organization.
- Flexible and pragmatic approach
 - DTU Well-being Dialogue: The overall cycle has already been established, with the next university-wide process scheduled for 2028.
 - DTU Management Dialogue: Facilitated by the HR Partner, while responsibility remains with the manager.

The Well-being Dialogue (psychosocial APV), APV questionnaire, and Management Dialogue must be conducted at least every three years, or more frequently if local needs require it.

KAMU discussed the above initiatives and emphasized the importance of learning and capturing experiences from the various processes.

Such learning should take place within each individual university unit, but relevant experiences and good practices should also be shared more broadly across DTU, for example through the Working Environment Coordinator Network and KAMU.

7. News from the Working Environment Coordinator Network by Steen Larsen, DTU Chemical Engineering

Topics discussed at the most recent quarterly meeting of the Working Environment Coordinator Network included:

- Status of the implementation of the Sunflower Lanyard programme.
- DTU Health & Safety E-learning.
- Follow-up on sickness absence and the role of the Working Environment Coordinator (AMK).
- Lessons learned from DTU's dialogue frameworks and related implementation activities.
- KAMU's action plan.
- Meetings of the AMK Network and the balance between discussions of the physical and psychosocial working environment.

This year, there has been a relatively strong focus on the psychosocial working environment. While this is considered important, several AMKs, particularly from university units with more demanding physical working environments, emphasized that work and discussions concerning the physical working environment must not be deprioritized.

- Health and safety considerations relating to pregnant and breastfeeding employees, including individual risk assessments covering both physical and psychosocial working environment factors.

At DTU, a working group under the auspices of HR has been established to investigate challenges related to working life during pregnancy and parental leave. The working group will participate in an upcoming meeting of the Working Environment Coordinator Network.

The President and KAMU emphasized that this is an important area for continued development. They noted that close collaboration between KAMU and HSU would be beneficial, as both committees have responsibilities and interests that intersect with the topic.

8. Discussion of KAMU's Action Plan by Lars Villadsen (CAS AB) and Christina Colding Nedergaard (Corporate HR)

- a) Status of KAMU's 2026 Action Plan
- b) Input to KAMU's 2027 Action Plan

A review and status update on KAMU's 2026 Action Plan was presented (see slides).

KAMU members asked clarifying questions and discussed the various focus areas and initiatives in plenary.

No additional input was provided for KAMU's 2027 Action Plan.

In connection with the discussions above, KAMU also addressed a number of related topics, including:

- Collegial care and the "Dare to Care" concept.
- The possibility of equipping lecturers, supervisors, and others who work with students to better advise students on the support options available when they need help.
- The Supplier Guideline and a follow-up on possibilities for retaining and transferring data concerning designated contact persons within Dalux FM (Facility Management System).
- DTU Injury, including the use of the system and how it can best support the university units in their health and safety work.

Lars will investigate these matters further and provide feedback at the next KAMU meeting.

9. Roundtable Discussion

The following points of attention and considerations were mentioned:

- Remember to include and inform international students within the university units.
- An emergency exercise conducted at DTU Wind, in collaboration with CAS and AKM, has provided important learning and insights.
- Following the start of the academic year, an evacuation drill was held at the Ballerup campus, and the evacuation was carried out quickly and efficiently.
- Learning from working environment initiatives, as well as documenting and sharing that learning across university units, is important.

10. Any Other Business

No items were raised under Any Other Business.

The President thanked everyone for a good meeting and looks forward to seeing them again at the KAMU Q4 meeting on 3 December 2026.