

APPENDIX 2
RESEARCH LASER SAFETY INSPECTION FORM

Complete this survey *annually* for each room where a Class 3B or 4 laser is in use.

BUILDING:		PI/GROUP:	
DEPARTMENT:		ROOM #:	
Laser		Hazard Class	
Serial #		Property Tag No.	

Answer the following questions with Y (yes), N (no) or NA (not applicable).
Those answers N (NO) indicate a problem that needs corrective action.

DOCUMENTATION

- Has the laser been registered with EH&S? _____
- Has a written operating procedure been completed for the laser? _____
- Have all laser operators had laser-specific training and signed-off on operating procedures? _____
- Have all laser operators taken EHS Laser Safety on MyPath within the past 3 years?..... _____
- Are all laser personnel authorized? _____
- Have all laser operators been informed of emergency procedures? _____
- Does the laser controlled area have an appropriate laser sign at each entrance?..... _____

PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Do operators wear laser-eye goggles labelled for wavelength(s) of beam used?..... _____
- Are laser-eye goggles available for visitors? _____
- Are laser-eye goggles inspected every 6 months for signs of pitting/cracking/damage?.... _____
- Are gloves available for lasers generating UV light? _____
- Is the needed PPE available for cryogenic liquids? _____
- Is PPE available for chemicals? _____
- Are flame-resistant lab coats utilized for Class 4 lasers? _____

ELECTRICAL/CHEMICAL SAFETY

- Are energized components enclosed? _____
- Are interlocks checked at least annually? _____
- Are Class 3B and 4 lasers equipped with a master switch with key control? _____
- Is the area free of extension cords? _____
- Are the chemicals stored properly according to hazard class? _____
- Is secondary containment used for dye lasers and associated equipment (pumps)? _____
- Are compressed gas cylinders stored properly (upright, labeled, strapped)? _____
- Are GHS health hazard 1/2 hazardous gases used in specially designed exhaust systems? _____
- Is a Class B:C fire extinguisher within 50' of locations if flammable solvents are present? _____

BEAM PATHS

- Are beams terminated at the end of the useful path? _____
- Is the beam height below eye level?..... _____
- Is the laser oriented away from doors and aisles? _____
- Do personnel remove/cover jewelry when using lasers? _____
- Are Class 4 beam enclosures fabricated from fire-resistant materials? _____
- Are optical systems aligned using film/devices to minimize eye exposures? _____
- Are non-reflective tools used for work around laser (i.e. alignment)?..... _____
- Is the beam enclosed as much as possible to minimize exposure potential?..... _____
- Are beams aligned using low power visible beams?..... _____
- If No, what other controls are in place to prevent exposure?..... _____

NAME (print): _____ Signature: _____

Please send a copy of completed form to Environmental Health & Safety, Box 278878 (or fax 274-0001)