

Laser Safety Self Audit

**Complete a Self Audit inspection form and submit to EHS. Maintain a copy for your lab records. These can be used to prepare for EHS inspections. If you have any questions, contact Marcy Huey at mhuey@ua.edu, 348-5912, 561-4789.

PI/Lab Supervisor _____
 Inspected by _____
 Building/Room _____
 Date of inspection _____

General Questions for all Lasers and Laser Systems

Are lasers classified appropriately?	Y	N	NA	CAI				
What is the classification for this laser/laser system?	1	1M	2	2M	3R	3A	3B	4
Are all lasers labeled correctly?	Y	N	NA	CAI				
Are written Standard Operating Procedures in place?	Y	N	NA	CAI				
Are written alignment procedures available?	Y	N	NA	CAI				
Are written maintenance procedures available?	Y	N	NA	CAI				
Have all laser users completed Basic Laser Safety training?	Y	N	NA	CAI				
Have all laser operators received training specific to laser operation in the lab?	Y	N	NA	CAI				
Are appropriate warning signs posted at lab entrances?	Y	N	NA	CAI				
Is protective housing present and in good condition?	Y	N	NA	CAI				
Are there beam enclosures?	Y	N	NA	CAI				
Do surfaces minimize specular reflections?	Y	N	NA	CAI				
Is there any exposed wiring or circuits?	Y	N	NA	CAI				
Are electrical circuits overloaded?	Y	N	NA	CAI				
Is a clearly visible 'power on' indicated incorporated in the laser device?	Y	N	NA	CAI				
Are windows and ports which could allow a laser beam to stray into uncontrolled areas covered or protected with non-reflective material during laser operation?	Y	N	NA	CAI				
Are beams stops present at the end of all beam paths?	Y	N	NA	CAI				
Are the beam stops noncombustible?	Y	N	NA	CAI				
Are barriers and screens noncombustible?	Y	N	NA	CAI				
Are there any burn holes in the barriers and screens?	Y	N	NA	CAI				
Is appropriate PPE available?	Y	N	NA	CAI				
Is appropriate PPE used?	Y	N	NA	CAI				
Do laser users wear jewelry or watches while lasers are operating?	Y	N	NA	CAI				
Have all commercially produced lasers and all lasers made or modified on campus been registered with the Laser Safety Officer at EHS?	Y	N	NA	CAI				
All lab personnel know how to access the Laser Safety Policy on the EHS website?	Y	N	NA	CAI				

For Class 3B and 4 Lasers-

Do protective housings have interlocks to kill the beam if opened?	Y	N	NA	CAI
Are only authorized personnel permitted in the laser area?	Y	N	NA	CAI
Is spectator access limited?	Y	N	NA	CAI

Have the hazard calculations been determined and posted?	Y	N	NA	CAI
___Nominal Hazard Zone ___Nominal Optical Hazard Zone ___Maximum Permissible Exposure ___Skin ___Eye				
Does the laser have remote firing/operating capabilities?	Y	N	NA	CAI
Does the laser have remote viewing capabilities?	Y	N	NA	CAI
Is protective eyewear appropriate for laser operations?	Y	N	NA	CAI
Is each pair of eyewear labeled (from the manufacturer) with the optical density and wavelength for which protection is provided?	Y	N	NA	CAI
Is protective eyewear clean and free of damage?	Y	N	NA	CAI
Is eyewear inspected for cracks, scratches, and breaks before each use?	Y	N	NA	CAI
Does eyewear have side shield protection?	Y	N	NA	CAI
Are skin covers or other protective clothing (lab coats) are worn during operation of laser equipment? (particularly those operating in the UV region)	Y	N	NA	CAI
Is flame retardant clothing worn while using high powered class 4 lasers?	Y	N	NA	CAI
Are all stray beams traced and dumped?	Y	N	NA	CAI
Are beam paths enclosed where possible?	Y	N	NA	CAI
Are all lasers positioned above or below eye level of the users?	Y	N	NA	CAI
Is the laser area free of unnecessary reflective items?	Y	N	NA	CAI
Is an operational key switch available to prevent unauthorized use of equipment?	Y	N	NA	CAI
Do laser operators work in pairs/groups in case of accident/incident/injury?	Y	N	NA	CAI
Is point source ventilation or canopy exhaust available?	Y	N	NA	CAI

Comments: _____

