

**Laser Safety
Self-Audit Checklist**

Building _____ Room _____ Principal Investigator _____ Date _____

Audit Performed by _____

	Y	N	NA	COMMENTS
A. Administrative				
1. Lasers are classified appropriately (2, 3a, 3b, 4a, 4b)				
2. Standard operating procedures are available				
3. Alignment procedures are available				
4. Viewing cards are used for alignment				
5. Laser users attended appropriate training				
6. Lasers are included in inventory				
B. Labeling and Posting				
1. Certification label present				
2. Class designation and appropriate warning label present				
3. Radiation output information on label				
4. Aperture label present				
5. Appropriate warning/danger sign at entrance to laser area				
6. Warning posted for invisible radiation				
C. Control Measures				
1. Protective housing present and in good condition				
2. Beam attenuator present				
3. Laser table below eye level				

	Y	N	NA	COMMENTS
4. Beam is enclosed as much as possible				
5. Beam not directed toward doors or windows				
6. Beams are terminated with fire-resistant beam stops				
7. Surfaces minimize specula reflections				
8. Controls are located so that the operator is not exposed to beam hazards				
D. Personal Protective Equipment				
1. Eye protection is appropriate for wavelength				
2. Eye protection has adequate OD				
3. Warning/indicator lights can be seen through protective filters				
E. Class 3b and 4 Lasers				
1. Interlocks on protective housing				
2. Service access panel present				
3. Limited access to spectators				
4. Nominal hazard zone determined				
5. Operators do not wear watches or reflective jewelry while laser is operating				
6. Viewing portals present where MPE is exceeded				
F. Class 4 Lasers				
1. Failsafe interlocks at entry to controlled area				
2. Area restricted to authorized personnel				
3. Laser may be fired remotely				
4. If present, curtains are fire-resistant				

	Y	N	NA	COMMENTS
5. Area designed to allow rapid emergency egress				
6. Pulsed – interlocks designed to prevent firing of the laser by dumping the stored energy into a dummy load				
7. CW – interlocks designed to turn off power supply or interrupt the beam by means of shutters				
8. Operators know not to wear ties around the laser				
G. Non-Beam Hazards				
1. High voltage equipment appropriately grounded				
2. High voltage equipment located away from wet surfaces or water sources				
3. High voltage warning label in place				
4. Compressed gases secured				