

DURHAM UNIVERSITY
DEPARTMENT OF CHEMISTRY
LASER SAFETY POLICY

These notes form codes of practice **S-COP J** of the current Chemistry Safety Policy and supplements the University Health & Safety Policy [RG20 Management of Non-Ionising Radiation](#). A copy of this document is issued to every research group leader wishing to use lasers (the laser supervisor).

Laser supervisors must ensure they have read, understood and comply with the AURPO 2018 Guidance Note [Guidance on the Safe Use of Lasers in Education & Research](#). The document can be obtained from the Departmental Laser/UV Safety Officer (DLSO, currently Dr Lars-Olof Pålsson and Dr Eckart Wrede) or via the [Health & Safety Service web pages](#).

All laser safety matters should be discussed with the DLSO **prior to purchase/acquisition, major changes and leading up to first use.**

Registration of Class 3A/3R, 3B and 4 laser (systems).

All Class 3A/3R, 3B and 4 lasers must be registered with the DLSO who will inform the University Laser Safety Coordinator (ULSC) and keep a record of the laser systems in the department. The DLSO and ULSC must be satisfied that the appropriate safety precautions have been put in place and are documented before any Class 3A/3R, 3B and 4 lasers are put in use.

All new acquisitions and the change of use of lasers have to be registered with the DLSO/ULSC who will keep a record. The registration includes a risk assessment, a list of laser safety eyewear, local rules, an emergency grab pack and a code of practice/standard operating procedures. The DLSO has to be informed if a laser is taken out of use.

Registration of users of Class 3A/3R, 3B and 4 laser (systems).

All users of Class 3A/3R, 3B and 4 lasers must be registered with the DLSO who will keep a record.

New laser users are required to attend the laser safety training scheduled as part of the induction programme in early October. The minimum, interim training will be provided via laser safety videos. New users and their supervisor have to contact the DLSO who will make the videos available and who will monitor the completion of this basic training. The academic supervisor has to ensure that the user receives the laser safety training relevant to the specific laser systems and Designated Laser Areas.

The safety of all Laser Controlled Areas (LCAs) is to be reviewed as part of the routine laboratory safety inspections.

The first aid procedures to be followed in the case of a laser accidents (available from the DLSO) have to be displayed in all LCAs.

Dr Eckart Wrede, Departmental Laser/UV Safety Officer (13 Sep 2019)
(review date 01 Sep 2020)