Laser Standard Operating Procedure (SOP)

**PLR Name:** Click or tap here to enter text.

**Building and Room:** Click or tap here to enter text.

**These procedures apply to all activities in the laser lab where there is potential access to a class 3B or 4 laser** **beam.**

1. **Laser Description:** (*List lasers covered by this* *SOP, delete unneeded table rows)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Class**  **3B or 4** | **Model** | **Wavelength**  **(nm)** | **Type**  **(ex. Nd:YAG)** | **\*Eyewear**  **OD**  **Required** |
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**\*To be completed by** **LSO**

1. **Eyewear**

All persons inside the lab when the laser is energized are required to wear LSO approved laser safety eyewear with an optical density (listed above) for the laser that is operating. Laser operators and observers are required to avoid direct observation of the output of laser or optical fibers without approved laser safety eyewear.

1. **Initial laboratory preparation** *(list safety items to be completed before starting laser (e.g., turning on warning light, verification of users in lab only, curtains drawn, etc.))*

Click or tap here to enter text.

1. **Starting up laser** *(provide a brief outline on how the laser is turned on)*

Click or tap here to enter text.

1. **Aligning laser** *(provide a description of who will be aligning the laser and how (e.g., see Appendix A of the Laser Safety Manual)*

Click or tap here to enter text.

1. **Operational Procedure** *(provide a brief description of how the laser will be used)*

Click or tap here to enter text.

1. **Shutting down laser** *(provide a brief outline on how the laser is shut-off)*

Click or tap here to enter text.

1. **Emergency Procedures**

Follow the procedure on the Laser Safety Emergency Poster. All laser accidents/injuries must be reported to Radiation Safety.

1. Notify the PLR (name) Click or tap here to enter text. at (phone) Click or tap here to enter text.
2. Notify Radiation Safety at **860-486-3613** and [radiationsafety@uconn.edu](mailto:radiationsafety@uconn.edu), or after hours, contact through the University Safety Dispatch at **860-486-4800**

* Brianna Sullivan (LSO)
* Amy Courchesne (Radiation Safety Manager)

1. **Required Training:**

Operators/Observers: UConn Laser Safety training is required for all operators and observers in the lab during laser use. Laser Safety Initial (and/or Refresher) for Users (online) through HuskySMS and a lab-based checklist is required prior to working in the lab with observed hands-on training for those operating the laser.

Non-Operators: Those that use the lab but will not be in the lab during operation of the laser will only require the lab-based checklist (non-user portion) prior to working in the lab.

1. **PRIOR Authorization by the LSO** ([brianna.sullivan@uconn.edu](mailto:brianna.sullivan@uconn.edu)) **is required for:**
2. Modification of any laser or laser system that affects laser safety
3. Initial operation of new laser sources
4. Changes to operation or safety procedures
5. **Operators and Observers**

The following personnel are authorized to operate or observe class 3B and 4 lasers in this laboratory. The individuals named below will follow all applicable laser safety requirements as outlined in laser safety training. All operators and observers are responsible for ensuring safe laser use and the safety of all those present in the lab.

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| --- | --- | --- | --- | --- |
| Name (printed) |  | Signature |  | Date |
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