

LASER SAFETY INSPECTION CHECKLIST

Date:		Business Name:	
LSO:		Location:	
Machine ID:			
Laser Type(s):			
Laser Class(es): Inherent:		Residual:	Alignment:
Wavelength(s): Process:		Monitor:	Alignment:
Power/Energy: Process:		Monitor:	Alignment:
Supplier/Integrator:			
Internal Responsibility System			
Issue / Item	Yes/No/NA	Comments / Follow-up Actions	
Do employees know what to do (and who to contact) in an emergency?			
Are employees familiar with the evacuation protocols including the safe evacuation sites?			
Is H&S discussed regularly during team mtgs?			
Is the workplace inspected regularly by the LSO and others/operators/supervisors?			
Do employees have any H&S concerns?			
Notes:			
Posting, Labeling and Security Measures			
Issue / Item	Yes/No/NA	Comments / Follow-up Actions	
Are entrances & access panels properly signed?			
Authorized personnel posting?			
Is the room/booth adequately secured?			
Is the access door/panel safety interlocked?			
Is there a laser status indicator?			
Laser class label?			
Laser hazard label?			
Laser aperture label?			
Notes:			
Laser Resonator Safety Controls			
Issue / Item	Yes/No/NA	Comments / Follow-up Actions	
Is the complete protective housing in place?			
Is there an interlock on the laser housing?			
Is there a laser key for operation?			
Is there a laser status indicator?			
Is there an emergency shutoff available?			
Notes:			

Engineering Safety Controls		
Issue	Yes/No/NA	Comments/ Follow-up Actions
Is the laser secured?		
Is the beam path constrained & enclosed?		
Is the beam path not directed at apertures / doors / windows?		
Are beam barriers and back stops in place?		
Is there remote viewing of beam?		
Is the beam intensity reduced through viewing window to below the MPE?		
Are reflective materials kept out of beam path?		
Is there evidence of stray beams?		
Is there a Class 4 diffuse reflection hazard?		
Has there been any recent maintenance or service work? System integrity validated?		
Notes:		
Administrative Safety Controls		
Issue	Yes/No/NA	Comments/ Follow-up Actions
Is the laser SOP current and posted?		
Authorized personnel posted, current & competent?		
Are emergency contacts posted?		
Have personnel read the Laser Safety Program and tested for competency?		
Have personnel attended Laser Safety Training and tested for competency?		
Is proper personal protective equipment available (e.g., for maintenance)?		
Notes:		
Non-Beam Hazards		
Issue	Yes/No/NA	Comments/ Follow-up Actions
Is there potential for the following hazards?		
• High voltage		
• Collateral Radiation		
• Fire		
• Explosion		
Are there possible Laser Generated Air Contaminants (LGACs)?		
Are the LGACs controlled?		
Notes:		