SAFE WORK INSTRUCTION
CLASS 3B or 4 RESTRICTED LASER

PERSONAL PROTECTIVE EQUIPMENT

Safety glasses must be worn at all times.

Rings and jewellery must not be worn.

POTENTIAL RISKS

<table>
<thead>
<tr>
<th>POTENTIAL RISKS</th>
<th>DON’Ts</th>
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<tbody>
<tr>
<td>Laser burns to eyes or body.</td>
<td>✗ Do not use faulty equipment. Immediately report suspect equipment to your supervisor.</td>
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<td>Body burns due to hot or molten materials.</td>
<td>✗ Do not wear reflective items.</td>
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<td>Fire.</td>
<td>✗ Do not arm the laser until all people are wearing protective eyewear.</td>
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<td>Electric shock.</td>
<td>✗ Do not set the laser beam at eye level (standing or sitting).</td>
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<td>Fumes.</td>
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PRE-OPERATIONAL SAFETY CHECKS

 ✓ Ensure you are authorised to use the laser and you are familiar with all laser controls.
 ✓ Ensure the laser arming key is under positive control.
 ✓ Check that personnel have taken off all specular reflectors.
 ✓ Ensure your protective eyeware matches the wavelength of the laser, and is a good fit against the face.
 ✓ Ensure the work area is clean and clear of clutter and any flammable materials.
 ✓ Ensure other people are protected from laser beams by using beam guides, beam dumps, and protective curtains or barriers.
 ✓ Ensure power cords do not create a tripping hazard.

OPERATIONAL SAFETY CHECKS

✓ Ensure the laser is correctly aligned.
✓ Ensure all personnel are wearing protective eyewear.
✓ Ensure lab entrances are closed, and that warning signs/lights are illuminated.
✓ Only insert the arming key immediately prior to activating the laser.
✓ Do not let the laser run unattended.

ENDING OPERATIONS AND CLEANING UP

✓ Switch off the laser and remove the arming key.
✓ Keep the key under positive control.
✓ Deactivate laser warning signs.
✓ Verify there is no smouldering material or residue.
✓ Leave the work area in a safe, clean and tidy state.