

LOCAL RULES FOR LASERS

This document covers the use of the lasers and associated equipment in the designated area of the optics lab.

1. Only trained personnel may use the lasers.
2. These lasers must not be used unless the local rules and safe operating procedures have been read and understood.
3. Keys to switch on the laser supply (where key switches are fitted) will only be issued when the lasers are to be used by trained personnel.
4. Maintenance/cleaning staff and visitors are not allowed access when the lasers are in use.
5. When lasers are in use, a clear sign must be in place at the room entrance.
6. Students will be supervised at all times. A Demonstrator will be assigned to the laser area.
7. Safe Operating Procedures must be understood and followed at all times.

SAFE OPERATING PROCEDURES

The beam must be kept within the guard surrounding the equipment (where fitted), or within the work area defined by partitions. This is to ensure that people in the room are completely safe and that it is impossible for the laser beam to accidentally enter the eye, the hazard area being restricted to the area within the surrounding guard. These procedures are essential to ensure safety.

1. Overhead lighting must be switched on to ensure eye pupils are not dilated.
2. Watches, bracelets and other reflective objects must not be worn.
3. For the interferometer experiment: the magnetic bases of the mirror holders must sit firmly on the baseboard at all times while the laser is switched on. This will ensure that the beam cannot be deflected above the surrounding guard.
4. For the interferometer experiment: the mirror holders must not be taken out of the magnetic bases. This will also ensure that the beam path is restricted to the confines of the surrounding guard.
5. For both laser experiments: users must ensure that the laser beam is kept within the confines of the guard surrounding the equipment where fitted, or within the work area defined by the bench partitions. If at any time it is thought that the beam may pass outside the surrounding guard (where fitted), or pass the boundaries of the bench partitions, the laser must be switched off immediately and a laboratory technician informed.
6. Open laser beams should be horizontal and well clear of the eye-height of standing and seated operators.
7. **In case an accident occurs:**
 - **Switch the equipment off.** It must not be used until a thorough investigation is carried out by the Laser Safety Officer.
 - **Seek immediate medical help.**
 - **Notify a laboratory technician or person in charge.**

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