



University
of Glasgow

Information for School Laser Safety Officers

All lasers used are governed by the relevant British Standards (BS EN 60825-1: 2014) *Safety of laser products*. The role of the School Laser Safety Officer (SLSO) is defined by the Association of University Radiation Protection Officers (AURPO) in *Guidance on the Safe Use of Lasers Research* (Guidance Note No. 7: 2018) and by the UK Health and Safety Executive (UKHSE) in *The Control of Artificial Optical Radiation at Work Regulations 2010*.

In schools where Class 3B and Class 4 lasers are used, the Head of School in consultation with the Laser Safety Adviser/Officer should appoint suitably qualified members of staff as lead and deputy School Laser Safety Officer (SLSO) who will be responsible for ensuring that all lasers used in the department are identified and used in compliance with the institution's policy/guidance on laser safety. A system should be in place so that the SLSOs are aware of lasers being acquired, prior to them arriving on the premises, to ensure that adequate facilities are available for their safe use.

Duties of School Laser Safety Officer

Ensure that: -

- All lasers, except for low power Class 1 devices and Class 2 laser pointers, (whose classification has been verified by measurement rather than by label) are identified.
- Any Class 1 product with an embedded Class 3B or Class 4, apart from "consumer type" Class 1 products, should be identified.
- All lasers are labelled in accordance with AURPO Appendix 10 and laser designated areas clearly identified.
- Schemes of work are drawn up, where necessary, for the safe operation of lasers, including any robust justifications why it is not reasonably practicable to enclose any open beams. These will normally be required for all Class 3B and Class 4 lasers especially when not totally enclosed.
- Personnel intending to work with Class 3R, Class 3B and Class 4 lasers, and others who may be working with modified Class 1M or Class 2M devices, will need to be identified and receive training in the safe use of lasers.
- Ensure arrangements are in place for laser safety eyewear to be provided and worn (when appropriate and instructed) by all people working with Class 3B and Class 4 lasers when the

beam is not totally enclosed and that training is given in the use and maintenance of this eyewear.

- Undergraduates working with lasers should use the minimum power laser practicable and follow a written scheme of work.
- All lasers in the department are used in accordance with the institution's arrangements.
- Routine surveys are undertaken to ensure compliance with the risk assessment and control measures determined.

For enquiries, please contact the Radiation Protection Service, RPS@glasgow.ac.uk

Note: in AURPO in *Guidance on the Safe Use of Lasers Research* (Guidance Note No. 7: 2018) terminology used for School Laser Safety Officer is 'Departmental Laser Safety Officer'.