

LBNL Laser Operations Audit Form

Rev.2/07

AHD# _____

Administration Information

AHD Title _____

Auditor _____ Date _____ PI _____ Division _____

Laser Supervisor (POC) _____ Building _____ Room _____

Present during audit _____

Documentation

AHD current (circle) Yes No All Lasers Listed in AHD (circle) Yes No

Laser Information

Number of lasers _____

User Manuals present For All Some None

Lasers in storage _____

Alignment Lasers in use Y N Type/Quantity HeNe Diode IR

New laser(s), list with specifications on last page

Environment

	YES	NO	NA	NOTE
Main entrance Door Posted				
Posting accurate (wavelength)				
Contact information				
Readably visible				
Ancillary doors				
Entry through curtain				
Windows and doors coverings				
Illuminated sign				
Functional				
Access control				
Administrative means				
Explain				
Interlocked				
By pass available				
E-stop present				

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Environment cont....	YES	NO	NA	NOTE
<u>Last interlock checks date:</u>				
<u>Interlock functioning</u>				
<u>Written Interlock check procedure</u>				
<u>Interlock to shutters</u>				
<u>Interlock to power supply</u>				
Housekeeping				
<u>On optical table</u>				
<u>In laser use area</u>				
<u>Space at Beamline (ALS only)</u>				
Unattended Operation				
<u>Post unattended sign</u>				
Beam Path	YES	NO	NA	NOTE
<u>Totally open beam path</u>				
<u>Completely enclosed beam path</u> Tubes Perimeter Panels Class 1 product Fiber				
<u>Combination path,</u> % open % enclosed				
<u>Lasers & optics secured to table</u>				
<u>Beam properly contained</u>				
<u>Beam blocks</u>				
<u>Perimeter guards</u>				
<u>Other means (describe)</u>				
<u>Beam in line with workstations</u>				
<u>Evidence of laser burns or cross hairs on walls</u>				
<u>Reflections contained</u>				
<u>Beams blocked from directly exiting open door or window</u>				
<u>Beams required to leave table</u>				
<u>Crosses walk way (controls in place)</u>				
<u>Describe</u>				
<u>Passes into adjacent room/chamber</u>				
<u>Describe means and controls</u>				

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Beam Path cont...	YES	NO	NA	NOTE
Non-essential materials out of beam path				
Upward directed beams				
Blocked				
Vertical Labels used				
Collecting optics used in room				
Fiber optics in use				
Fiber ends labeled				
Container for sharps				
Fiber conduit labeled				
Personnel Factors	YES	NO	NA	NOTE
Laser eye exam by all laser personnel (EHS288)				
Laser safety training current (EHS280)				
Has staff read AHD?				
Correct eyewear available (OD & wavelength)				
Proper storage, where outside use area inside use area				
Sufficient quantity on hand				
Condition of eyewear: Very Good Good Fair Damaged labeling problems				
Skin protection needed, if yes available				
Process Interaction	YES	NO	NA	NOTE
Are gases/vapors/fumes controlled?				
Electrical items				
Optical tables grounded?				
Optical tables bonded?				
Commercial equipment? All Some home made				
Seismic concerns				
Table(s)				
Work area				
Associated non beam concerns related to this work				
List				

