

11.5.2 Laser Safety Policy (Non-ionizing Radiation)

PURPOSE:

The Baylor University laser safety policy is based on the recommendations of ANSI Z136.1-2007 and the applicable federal (OSHA) and state regulations (Chapter 25, Paragraph 289 of the Texas Administrative Code). The laser safety program's primary objective is to ensure that no laser radiation in excess of the Maximum Permissible Exposure (MPE) reaches the human eye or skin. This policy is also intended to ensure adequate protection against laser-related non-beam hazards.

SCOPE:

This policy applies to individuals directly involved with use of Class IIIB and/or Class IV lasers, as well as incidental laser workers (such as custodial, supervisory personnel and students).

RESPONSIBILITY:

- A. The Department of Risk Management assists colleges, schools and departments in maintaining a comprehensive laser safety program at the Baylor University Campus or at satellite campus locations used by Baylor University faculty, staff and students. The Department of Risk Management designates a qualified Laser Safety Officer.
- B. The "Laser Safety Officer" (LSO) is the individual responsible for monitoring laser use and safety. The LSO is the main contact between Baylor University and regulatory agencies. Specific duties of the LSO include, but are not limited to the following:
 - 1. ensuring that users of lasers are trained in laser safety, as applicable for the class and type of lasers the individual uses;
 - 2. assuming control and authority to institute corrective actions including shutdown of operations when necessary in emergency situations or unsafe conditions;
 - 3. specifying whether any changes in control measures are required following service or modifications;
 - 4. ensuring maintenance and other practices required for safe operation of the lasers are performed;
 - 5. ensuring the proper use of protective eyewear and other safety measures;
 - 6. ensuring compliance with requirements;
 - 7. conducting inspections - announced and unannounced.
- C. Baylor University's laser safety program is supported by a Laser Safety Committee (LSC) which is a subcommittee of the Risk Management Committee. The LSC membership should include:
 - 1. the LSO,

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- 2. a representative from each user organization,
 - 3. individuals with expertise in laser technology or in the assessment of laser hazards,
 - 4. ex-officio members from the Office of Vice Provost for Research and other offices as requested.
- D. Laser users shall follow Baylor University policies and procedures pertaining to laser safety.
- E. All incidental individuals are responsible for adhering to laser safety postings and not enter posted areas without proper training and/or supervision.

FAILURE TO COMPLY

Violations of this policy may result in suspension of laser system use privileges for an appropriate period of time. In addition, the violator may be subject to university disciplinary procedures.

Formulated: 8/2/07

Revised/Reviewed:

Approved by Risk Management Committee:

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Warren A. Ricks Chairman, Risk Management Committee Director of Risk Management	Date

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Charles D. Beckenhauer General Counsel	Date

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Reagan M. Ramsower Vice President for Finance and Administration	Date