

## Process for Developing a LASER Safety Plan

All class 3B and class 4 LASER installations must have a LASER safety plan in place. Creating the LASER safety plan is the responsibility of the person in charge of the LASER installation, so this usually falls on the principle investigator (PI), researcher or their designate. The LASER safety plan consists of a few key items and can be achieved by implementing some basic [control measures](#).

At the disposal of the PI are administrative and procedural control measures, as well as engineered control measures. Some common and key examples are listed below. The [LASER safety control measures](#) document has a more complete list of available measures.

- Access Control
- Required Training
- SOP development, training, implementation
  
- Nominal Hazard Zone Designation
- Hazard Indicators and Appropriate Signage
  
- Activation controls
- Beam path controls
- Protective equipment
- Protective barriers and curtains
- Implementing a class 3b or class 4 LASER controlled area

The process should follow the following steps:

1. Register the LASER with the LSO. Complete and return the [LASER registration form](#).
2. The LSO and the PI will meet to review the specifications and experimental set up. The PI will be provided the information regarding what is **required** according to the standards and [policy](#) as well as what is **suggested**.
3. The LSO will provide guidance in generating the [SOP](#) for the LASER installation.
4. Once the PI and LSO agree to the design in accordance to the standards and policy, the Nominal Hazard Zone will be set and the URSC LASER permit will be processed.
5. When all control elements are in place, the experimental setup will be considered operational.