### RISK ASSESSMENT FORM

**Risk Assessment For**
- Service / School / Dept: SBNE

**Location of Activity:**
- Harris 126

**Activity:**
- Use of flat bed laser cutter (FB Series)

**Assessment Undertaken By**
- Name: P Critchley
- Date: 4th November 2010

**Assessment Reviewed**
- Name: Paul Critchley
- Date: 12/12/14

**List significant hazards here:**
- Injuries to eye and skin from laser beam

**List groups of people who are at risk:**
- Staff, Students

**List existing controls, or refer to safety procedures etc.**
- Equipment is classified as a **class 1** laser device – i.e. safe under normal use. (NOTE: this equipment becomes a **class 4** laser device if any of the interlocks or safety features are defeated.)

- Fan and access hatches interlocked so that laser is isolated in the event they are opened. These safety features must never be bypassed.

- Opening of electrical enclosures and Maintenance will only be carried out by a competent laser service engineer with the equipment electrically isolated.

- Staff trained in safe operation by supplier.

- **Students will be supervised by a competent member of staff when using the equipment unless trained by that competent member of staff and signed off on the ‘Hb126 Laser Cutter Induction Training Sheet’ A competent member of staff must still be present within the vicinity.**

**For risks, which are not adequately controlled, list the action needed:**
- Equipment should be adequately maintained.
  - This should be annually or at lesser intervals according to the level of usage
  - Safety instructions (see recommendations for safe usage) and this risk assessment to be placed adjacent to equipment

**Remaining level of risk:**
- Low
<table>
<thead>
<tr>
<th>List significant hazards here:</th>
<th>List groups of people who are at risk:</th>
<th>List existing controls, or refer to safety procedures etc.</th>
<th>For risks, which are not adequately controlled, list the action needed.</th>
<th>Remaining level of risk: high, med or low</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire</td>
<td>Staff, Students</td>
<td>Equipment must never be left unattended when in use.</td>
<td>Safety instructions (see recommendations for safe usage) and this risk assessment to be placed adjacent to equipment.</td>
<td>Low</td>
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<td>Equipment must not be used by trained students outside of normal working hours, 8.45am – 5.15pm</td>
<td>Relevant members of staff to undertake training in fire extinguisher use.</td>
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<td>Air intake vents must never be obstructed.</td>
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<td>Only suitable materials are to be engineered by the laser cutter.</td>
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<td>CO₂ extinguisher available close to equipment and staff will be trained in its use. Students should not use extinguishers.</td>
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<td>In the event of any signs of damage or malfunction, all work must stop immediately and the equipment isolated.</td>
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<td>Exposure to fume generated by hot process</td>
<td>Staff, Students</td>
<td>Local Exhaust Ventilation (LEV) attached to laser so that all fume is removed.</td>
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<td>Low</td>
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