Laser Safety Regulations (Laser Classes 3R, 3B, 4)
of Universität Hamburg

with the exception of the University Medical Center Hamburg-Eppendorf
Contents

0.1 List of abbreviations........................................................................................................ 3

1 Contents ................................................................................................................................ 4
  1.1 Scope.................................................................................................................................... 4
  1.2 Objective............................................................................................................................ 4
  1.3 Statutory basis .................................................................................................................... 4
  1.4 Responsibilities .................................................................................................................. 4
  1.5 Laserschutzbeauftragte (LSBs—laser safety officers)......................................................... 4
  1.6 Duty of notification............................................................................................................ 5
  1.7 Communication .................................................................................................................. 5

Appendices 1–2

Please note:

Wherever possible, gender-neutral terminology for functions and persons has been used in this document. In addition, the text contains forms found in the statuary regulations.
0.1 List of abbreviations

HmbHG  Hamburg Higher Education Act (Hamburgisches Hochschulgesetz)
OStrV  German health and safety regulations for artificial optical radiation
        (Arbeitsschutzverordnung zu künstlicher optischer Strahlung)
LSB    Laserbeauftragte (laser safety officer)
TROS   Technical regulations for the OStrV (Technische Regel zur
        Arbeitsschutzverordnung zu künstlicher optischer Strahlung)
1 Contents

1.1 Scope

These regulations apply to all areas, facilities, and workplaces at the University with laser equipment of the classes 3R, 3B, and 4.

1.2 Objective

The purpose of these regulations is to ensure the safe use of lasers of the classes 3R, 3B, and 4.

1.3 Statutory basis

The statutory provisions and German Employers' Liability Insurance Association guidelines apply. In particular:

- OStrV
- TROS

1.4 Responsibilities

The president of Universität Hamburg represents the University in accordance with Section 81 subsection 2 HmbHG both in and out of court.

The duties and responsibilities with regard to occupational health and safety at Universität Hamburg are exercised by the head of administration in accordance with Section 83 subsection 1 HmbHG.

The head of administration appoints LSBs in accordance with Section 5 subsection 2 OStrV.

1.5 Laserschutzbeauftragte (LSBs—laser safety officers)

To ensure safe operation of laser equipment of the classes 3R, 3B, and 4 and to support the implementation of safety measures, LSBs are to be appointed in accordance with Section 5 subsection 2 OStrV.

The LSBs are to be appointed in writing by the head of administration based on the recommendation of the member of staff in whose area of responsibility the laser equipment is operated. This includes the definition of their responsibilities and their decision-making powers. The staff councils are to be informed. The corresponding documents (appointment (appendix 1) and proof of participation in an LSB training
course) are to be submitted to the head of administration via the Occupational Safety and Environmental Protection Unit.

When performing their duties, LSBs work and cooperate with the occupational safety specialists and the occupational medical service responsible.

The LSBs are responsible for ensuring compliance with laser safety regulations within their area of responsibility. Irrespective of their employment status, they are thus assigned full authority over all members of the facility in question for all laser safety issues. They can prescribe measures, make decisions, give instructions, and revoke a person’s right to carry out an activity if the person in question breaches the regulations intentionally or due to gross negligence or if it is clear that they lack the requisite specialist knowledge.

1.6 Duty of notification

At Universität Hamburg laser equipment of the classes 3R, 3B, and 4 must be registered.

The Occupational Safety and Environmental Protection Unit must be notified in writing (appendix 2) of commissioning and decommissioning procedures.

1.7 Communication

The LSBs must meet on a regular basis under the aegis of the Occupational Safety and Environmental Protection Unit to report on and deal with important laser safety issues. At the same time, these meetings will serve to facilitate the exchange of experience and knowledge.

Hamburg, (date)

Dr. Martin Hecht
Head of Administration

Appendix 1  Bestellung Laserschutzbeauftragte (appointment of laser safety officers)
Appendix 2  Anzeige Laser-Einrichtung (notification of the use of laser equipment)