

SOP – Use of Laser

DO NOT use this plant unless you have been inducted in its safe use and operation by an Authorised Experienced Operator and have been given permission.

This SOP may not cover all possible hazards and risks associated and should be referred to as a control measure in the risk assessment process.

Site and task may change required PPE.

PERSONAL PROTECTIVE EQUIPMENT

You must wear this personal protective equipment when doing this task



POTENTIAL HAZARDS ASSOCIATED WITH RISKS

Recurring Hazards	Construction work
Wildlife in the work area	Environment
Wet weather	Outdoor work
Tools	

Training Required:

- ✓ Construction Industry General Induction
- ✓ Site Induction
- ✓ Task induction
- ✓ Machine operation

Licence or VOC Required: No

Pre-Operational Safety Checks:

- ✓ Complete site-specific risk assessment
- ✓ Workers trained & Competent
- ✓ Complete visual Machine pre-start checklist
- ✓ Be familiar with plant operations and controls
- ✓ Calibrated to specification
- ✓ Control measures have been implemented
- ✓ It is safe to proceed

Consultation

- ✓ SWMS has been reviewed
- ✓ Site induction completed
- ✓ Discussed with other PCBU
- ✓ Potential emergencies considered

Tools & equipment required

- ✓ Levelling device
- ✓ Staff
- ✓ Tripod

Operating Procedures / Methodology:

Planning & Preparation

- ✓ Obtain Manufacturer's instructions
- ✓ Conduct a task specific Risk Assessment
- ✓ I have all the tools and materials required
- ✓ I understand the instructions on the task
- ✓ Discover Datum point
- ✓ Be aware of traffic
- ✓ Consider traffic control
- ✓ Traffic signage
- ✓ Ensure survey equipment is adjusted to the correct height for the user.

Doing

- ✓ Use in accordance with Manufacturer's Instructions
- ✓ All nominated control measures are used
- ✓ Follow SWMS, SOP and Risk Assessment
- ✓ Ensure clear pathway to exit
- ✓ Keep well hydrated at all times.

Ending Operations / Housekeeping:

- ✓ Report plant defects found during use
- ✓ Conduct Basic clean of machine
- ✓ Return all tools and equipment
- ✓ Store non-disposable PPE to prevent damage
- ✓ Report to your Supervisor

Monitor & Review Process

- ✓ If unsafe STOP, review get approval
- ✓ Supervisor to check all activities
- ✓ Task MUST be completed as per SOP
- ✓ Report to your Supervisor if unsure

DO NOT!

- × Use if plant is faulty. Tag-out and report fault to your supervisor
- × Have any laser set at eye height
- × Attempt this operation in wet conditions until Risk Assessment is reviewed
- × Use mobile phone while operating plant
- × Alter this SOP without Management approval

Applicable Legislation / Standards:

- ✓ WH&S Act & Regulations
- Codes of Practice –
 - [First aid in the workplace](#)
 - [How to manage work health and safety risks](#)
 - [Traffic management for construction or maintenance work](#)
- ✓ Standards
 - AS 1319 Safety signs for the occupational environment
 - AS 2293 .2 emergency evacuation
 - AS 2397 Use of lasers
 - ISO45001 OH&S management systems
 - ISO 31000 Risk management

Safe work procedure approved by:

Refer to Company Implementation Folder for signed documents

Worker sign-off

Refer to Worker's induction file for signed documents