



Laser Safety Information Booklet
for
Exhibitors with Active Laser Systems



Exhibitor Laser Safety Policy

The purpose of this booklet is to provide guidance in laser safety for our exhibitors with active laser systems, registration and compliance with all Illinois state regulations, and laser safety requirements from the Laser Institute of America (LIA). The safety of all attendees, employees and exhibitors is our primary goal.

LME has adopted these laser safety rules to ensure a safe and professional conference for exhibitors and visitors. All exhibitors using lasers must understand and follow these rules. LME will stop any laser activity that it deems to be unsafe.

Gus Anibarro, LME appointed, is the Laser Safety Officer for LME 2018 Exhibition, and is available for pre-show and on-site questions.

LME Laser Safety Officer:

Gus Anibarro
Laser Institute of America
Suite 128
13501 Ingenuity Dr.
Orlando, FL 32826
Phone: 407-380-1553
Fax: 407-380-5588
Email: gus@LIA.org

Laser Safety Rules

1. All laser systems no matter what class **must be registered** with LME twenty (20) days prior to the event opening. See the laser system registration form in this booklet.
2. If you will be operating a laser, no matter how low powered, you are **REQUIRED** to register for an onsite safety check prior to opening. All equipment operation is subject to inspection and approval by LME's Laser Safety Officer (LSO).
3. LME requires that all lasers be operated in accordance with the laser safety guidelines specified in *ANSI Z136.1 American National Standard for Safe Use of Lasers*.
4. Exhibitors shall use appropriate safety measures to prevent any unwanted or unintentional laser radiation exposure to any convention center staff or workers during pre-show set-up.
5. Exhibitors are responsible for the safe management of their booth space during set-up, exhibit hours, break down, and during any laser operation. Exhibitors assume all risk and liability for any hazards and/or injury that may result from failure to comply to laser safety standards. Exhibitors or device providers are required to correct any hazardous conditions prior to operation.
6. All displays containing an operating laser(s) and open laser beam (class 3B and 4) **must be contained in a Class 1 type enclosure**. Additionally, all laser equipment, associated optics or equipment, and beam stops are required to be secured from any movement (accidental or otherwise).
7. Any windows on the class 1 enclosure must be of an optical density (OD) rating appropriate for the wavelength of laser being used in the demonstration.
8. All laser systems that are in class 1 enclosures that produce plasma emissions must have windows or provide eye protection of an appropriate optical density to protect against the plasma emission.
9. All laser system interlocks must be functioning.

10. Use of high-volume smoke evacuation during laser operation is required.

11. No laser equipment may be left unattended in operable condition. If the booth or exhibit is left unattended, the laser must be deactivated and the key must be removed from the laser.

12. No aerial display of any laser beam within the convention center property, including assigned booth, is allowed without LME exhibition management written permission

13. All lasers and laser systems must comply with the United States Center for Devices and Radiological Health (CDRH) CFR Title 21 part 1040 Performance Standard for Light Emitting Products. This standard can be found on the CDRH website. The following is the web address:
<http://www.accessdata.fda.gov/scripts/cdrh/cfdocs/cfcfr/CFRSearch.cfm?FR=1040.10>

14. All laser and laser systems must comply with the state of Illinois (IEMA-Illinois emergency Management Agency) regulations. This standard can be found on the IEMA website. The following is the web address:
http://iema.illinois.gov/legal/pdf/32_315.pdf

15. Compressed gas or compressed liquid cylinders used in the booth must be securely anchored to prevent toppling. Only a one-day, secured supply will be allowed in the display area. It is the exhibitors' responsibility to ensure that all compressed gas cylinders are properly secured at all times.

These regulations are designed to ensure a safe environment for all. Failure to comply may necessitate the immediate shutdown of the laser station.



Laser System Registration Form

All laser systems no matter what class must be registered with LME twenty (20) days prior to the event opening. All displays containing an operating laser(s) and open laser beam (class 3B and 4) **must be contained in a Class 1 type enclosure**. Please fill out the information below and submit it to the LME Laser Safety Officer.

Company name: _____

Street address: _____

City: _____

State: _____

Zip code: _____

Country: _____

Booth number: _____

Company Contact Person:

Name: _____ Phone: _____ Email: _____

LME LSO:

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Exhibition Dates: March 28-29, 2018

LASER SAFETY INSPECTION REGISTRATION

Deadline: Wednesday, March 14, 2018

Companies displaying an active laser are REQUIRED to register for an onsite safety check prior to the exhibit opening. Safety checks will take place Wednesday morning March 28, 2018, between the times of 7:00 AM to 9:00 AM. Please submit form by fax or email information to Gus@lia.org. You will receive an email confirmation.

REQUIREMENTS: All displays containing an operating laser and open laser beam must be contained in a Class 1 type enclosure. Additionally, all laser equipment, associated optics or equipment, and beam stops are required to be secured from any movement (accidental or otherwise).

Please fill out the information below.

Exhibiting Company: _____ Booth Number: _____
Pre-show Contact: _____
Phone: _____ Email: _____
Onsite Contact: _____
On site Cell Number: _____

Laser Equipment must be set up prior to Safety Check

Please provide an overview of equipment to be inspected:

Deadline: Wednesday, March 14, 2018

Questions? Contact LIA at Gus@LIA.org, Tel: +1 800 345 2737; +1 407 380 5588



Exhibitor Laser Safety Checklist

- Did you fill out the laser system registration form?
- Did you fill out your laser safety inspection form?
- Did you read the exhibitor laser safety policy?
- Are all the interlocks on your laser working?
- Does your laser system have a smoke evacuation system?
- Does your laser system and enclosure comply with the CDRH 21 CFR 1040?
 - To view the standard go to:
 - <http://www.accessdata.fda.gov/scripts/cdrh/cfdocs/cfcfr/CFRSearch.cfm?FR=1040.10>
- Does your laser system comply with IEMA regulations?
 - To view the IEMA regulations go to:
 - http://iema.illinois.gov/legal/pdf/32_315.pdf
- Do all the windows on your class 1 enclosure meet the required optical density for both the laser wavelength and plasma emissions?
- Are all compressed gas cylinders fastened down properly?