# STANDARD OPERATING PROCEDURE

**TASK: LASER LEVEL (Class 1)**

SOP No: UPWW.QPC.SOP017  Version : 1.1  Date: 22 March 2006

Dept/Div/School: Division of Facilities Management

Supervisor/Manager: Operations Supervisors / Project Managers

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## HAZARDS:
- Eye injury/ blindness

## PROTECTIVE equipment & EMERGENCY EQUIPMENT
- Safety glasses
- Protective clothing
- Warning signs and barriers

## BEFORE YOU START
- Ensure Certificate of Compliance attached to laser
- Check/ insert batteries to transmitter and receiver
- Check the date when the laser was calibrated

## NEVER.....................
- Never look directly into laser beam path
- Never Use a laser without the Certificate of Compliance
- Never Use in direct sunlight unless covered
- Never Use in wet weather unless covered
- Never Leave in storage for 3 months or more with batteries in the transmitter and receiver

## JOB STEPS
- Check the work area and remove hazards
- Erect Warning signs and barriers into position
- Remove transmitter from case and fit to tripod
- Turn transmitter on, check power and level indicator
- Remove receiver from case
- Turn receiver on, check power and level indicator
- If transmitter/receiver has no power this could be due to the battery being flat
- Once power and level indicator are working start the levelling applications

*SOP continued next page*
**WHEN YOU FINISH**

- Turn off transmitter and receiver
- Remove transmitter from tripod and place in case
- Place receiver in case
- Place carry case into storage
- Remove warning signs and barriers.

*Approved by: .................................................. Date: .....................  

Revised by K Simpson 22 March 2006*