

|   |    |
|---|----|
| Contents  |    |
| Disclaimer.....   | ii |
| ○ Chapter 1: On the Job Training (OJT) .....                          | 1  |
| OJT Trainer Responsibility .....                                      | 1  |
| OJT Trainee Responsibility .....                                      | 1  |
| For the Trainer .....   | 2  |
| The booklet .....   | 2  |
| Training preparation .....  | 2  |
| Instructions .....  | 2  |
| Observations .....  | 2  |
| Questions .....   | 3  |
| Working with others .....   | 3  |
| ○ Chapter 2: General Considerations .....                             | 4  |
| Working with Lasers .....   | 4  |
| Communication .....   | 4  |
| Prior to Starting Work .....  | 4  |
| Jewelry removal .....   | 4  |
| Opening the lab door .....  | 4  |
| Workstations .....  | 4  |
| Eyewear storage .....   | 5  |
| Non-beam hazards .....  | 5  |
| Tools .....   | 6  |
| Interlocks/Access/Housings .....                                      | 6  |
| Wires .....   | 6  |
| Laser Location (human factors) .....                                  | 7  |
| Cleanliness .....   | 7  |
| Labeling of optics .....  | 7  |
| Cleaning Optics .....   | 8  |
| ○ Chapter 3: Laser Safety Tools.....                                  | 10 |
| Indirect Laser Beam Viewing Tools .....                               | 10 |
| Laminated IR-viewing cards .....                                      | 10 |
| IR Viewers .....  | 10 |
| CCD/web cam .....   | 11 |
| Beam Blocks .....   | 12 |
| Unsecured Beam Blocks .....   | 12 |
| Beam Dumps .....  | 13 |
| Polycarbonate Sheets .....  | 14 |
| Plastic Laser Enclosures .....  | 14 |
| Metal Laser Enclosures .....  | 14 |
| Laser curtains .....  | 15 |
| Laser Protective Eyewear .....  | 15 |
| ○ Chapter 4: Wavelength Specific Information and Best Practices ..... | 16 |
| UV 200-266 nm beams .....   | 16 |
| Ultrafast OPA beams (166nm-20um).....                                 | 16 |

|  |    |
|--|----|
| 800 nm beams .....                                   | 16 |
| Flash Lamp YAG high energy 532 nm beams .....        | 17 |
| YAG/YLF high power 532/527 nm beams .....            | 18 |
| ○ Chapter 5: Precautions: Optics on Your Table ..... | 19 |
| General items .....                                  | 19 |
| Rotating elements .....                              | 19 |
| Back reflections (Ghost Reflections) .....           | 19 |
| Beam direction .....                                 | 19 |
| Has an optic moved? .....                            | 20 |
| Securing optics .....                                | 20 |
| Keeping optics clean .....                           | 20 |
| Transporting the beam a “long distance” .....        | 20 |
| Dropping and picking up items from the floor .....   | 20 |
| Optical Mounts .....                                 | 21 |
| ○ Chapter 6: Know your optics.....                   | 22 |
| Polarizers .....                                     | 22 |
| Beam Splitter .....                                  | 23 |
| Polarizing Cube-Beam Splitters .....                 | 23 |
| Dichroic Elements .....                              | 23 |
| Types of Beam Splitters.....                         | 23 |
| Dielectric Mirrors .....                             | 24 |
| Beam Splitter Cubes .....                            | 24 |
| Fiber-optic Beam Splitters .....                     | 25 |
| Other .....  | 25 |
| Periscopes .....                                     | 25 |
| Iris .....   | 26 |
| Cross Wires (Cross Hairs) .....                      | 26 |
| Flip Mirror .....                                    | 27 |
| Mirrors .....  | 27 |
| Diffraction Gratings .....                           | 28 |
| Lens .....   | 28 |
| Slits .....  | 29 |
| Scanning Slit Measurement .....                      | 29 |
| Scanning Knife Edge .....                            | 29 |
| Prisms .....   | 30 |
| Birefringence .....                                  | 32 |
| Wave plates .....                                    | 32 |
| Half-wave plate .....                                | 33 |
| Quarter-Wave Plate .....                             | 33 |
| Etalons .....  | 33 |
| Spatial Filters .....                                | 34 |
| Saturable Absorber .....                             | 34 |
| Planar waveguides .....                              | 34 |
| Frequency Doubling .....                             | 34 |
| Retroreflectors .....                                | 35 |
| Anti-reflection coatings- (AR Coating) .....         | 35 |
| Single-layer Anti-reflection Coatings .....          | 35 |

|   |    |
|---|----|
| Multilayer Coatings .....                             | 36 |
| Neutral Density (ND) Filter .....                     | 36 |
| ND Filter Wheel .....                                 | 37 |
| Microscope .....                                      | 37 |
| <b>Chapter 7: Fiber Optics</b> .....                  | 39 |
| ○ General guidelines for working with fibers .....    | 39 |
| Cutting & splicing .....                              | 40 |
| In the fiber lab .....                                | 41 |
| Fiber end viewing .....                               | 41 |
| <b>Appendix A: Alignment Guidelines</b> .....         | 42 |
| Getting ready .....                                   | 42 |
| Recommended Alignment Methods .....                   | 42 |
| <b>Appendix B: Eyewear Selection</b> .....            | 44 |
| Comfort and fit .....                                 | 46 |
| Optical Density (OD) .....                            | 46 |
| <b>Appendix C: Accidents</b> .....                    | 48 |
| <b>Appendix D: Nature of Light</b> .....              | 49 |
| <b>Appendix E: How to Select Optical Mounts</b> ..... | 56 |
| Gimbal Mounts .....                                   | 56 |
| Choosing optics .....                                 | 56 |
| <b>Appendix F: Laser Bio-effects</b> .....            | 61 |
| Exposure Type .....                                   | 61 |
| The Eye .....   | 62 |
| Damage Mechanisms .....                               | 66 |
| Laser Radiation Effects on Skin .....                 | 68 |
| <b>Appendix G: Bibliographic References</b> .....     | 72 |