

**GUIDELINES FOR SUBMISSION OF A LASER DATA PACKAGE  
AND PRESENTATION AT THE LASER SAFETY REVIEW BOARD (LSRB) MEETING**

1. The content of the document package and the presentation is mainly affected by three considerations:

- a. The complexity of the item to be presented;
- b. The point in the life cycle in which the review is conducted; and
- c. The security classification of the material.

2. The following guidelines will assist in preparing for the LSRB. Advice and assistance may be sought from the secretariat of the LSRB and the Lead Navy Technical Laboratory (LNTL). Systems reviewed later in their life cycle and more complex systems typically require a voluminous data package for review.

- a. Documentation should be sufficiently complete and detailed to allow a meaningful review of all laser safety aspects by LSRB members prior to the presentation. Information shall not exceed the SECRET level. It should completely describe:

- (1) The design of the system. A full set of design drawings is not desired, but rather documents such as assembly drawings, firing circuits, or other sketches that would indicate or assist in describing the system. Emphasis should be put on components, hardware, software, and human factors affecting safety.

- (2) The operation of the system. A concise but thorough description of the intended use of the system including maintenance, boresight determination and error, boresight retention, calculated and measured tracking and aiming accuracy, storage areas, use environment, handling equipment, laser platform, platform stability, performance sequence, disposal methods, etc.

- (3) The safety features of the system. Describe the system safety program plan and its results including a list of all types and scopes of hazard analyses. Observations made during development, test, and evaluation of the system and support equipment (such as protective devices) that bear on laser safety should be presented. All safety devices

incorporated in the system as well as precautionary measures to be invoked, such as the methods of beam stop control and establishment of cutouts, are to be identified. Also required is a description of the extent to which the system meets the requirements of applicable standards, specifications, and safety controls.

(4) The documentation and training support for the system. Include laser custodian information, laser identification/type designation, contract number, national stock number and location(s), and number of lasers. Verify that the required publication and training programs are being or have been developed to assure the safe operation, training, handling, transportation, storage, and disposal of the laser system.

b. The major theme of the presentation should be the system safety program results with design and operation being covered in depth. While a definite time limit cannot be established, it is suggested that the presentation be limited to two hours. The persons most familiar with the system safety program and the design and operation of the system should give the presentation. Naval Surface Warfare Center, Dahlgren Division (NSWCDD), Code G73, will present their findings at the LSRB meeting provided their evaluation has been completed. Contact the LSRB chair or secretariat regarding audiovisual requirements at least 2 weeks prior to the meeting. Attendees at the presentation should include the program manager, the system engineer, the laser system safety officer, and a user of the system from the Fleet, squadron, etc.

c. The LNTL or its designee will perform all measurements for hazard determination to be presented to the LSRB.

(1) For laser systems and certification of laser firing ranges, contact the NSWCDD, Code G73, Dahlgren, VA, 22448, DSN 249-1060, commercial (540) 653-1060. Range surveys are also conducted by the Naval Surface Warfare Center, Corona Division, Code SE34, PO Box 5000, Corona, CA 92878, DSN 933-4143, commercial (909) 273-4143 or an administrative lead agent/LNTL-designated range laser safety specialist.

(2) For laser eyewear device evaluation, contact the Naval Air Warfare Center-Aircraft Division, NAWC-ACDIV Vision Laboratory, Code 4.6T, Patuxent River, MD, 20670, DSN 342-8480/8805, commercial (301) 342-8480/8805.