

Facility Readiness Checklist

Information to assemble before a site visit, test area, quote, or scheduled project

PLANNING USE ONLY: This checklist is not legal, engineering, industrial-hygiene, fire-code, or regulatory advice. Requirements vary by equipment, wavelength, substrate, coating or contaminant, location, occupancy, contract, facility rules, and work environment. Confirm project-specific requirements with the employer, facility, owner, manufacturer, laser safety professional, environmental professional, insurer, and appropriate authorities before work begins.

Facility / department 	Project location
Primary facility contact 	Safety / EHS contact
Target schedule 	Operations / shutdown window

1. Project information

- ☐ Provide current photos and video showing the work area, access route, surrounding equipment, and target surface.
- ☐ Identify the substrate and known coating, residue, corrosion, soot, paint, oxide, or contaminant.
- ☐ Provide coating history, SDS, testing, prior remediation information, and known hazardous constituents when available.
- ☐ Define the desired result: cleaning level, coating-preparation profile, restoration finish, test standard, or visual acceptance.
- ☐ Identify surfaces, components, seals, finishes, labels, wiring, controls, or historic features that must be protected.

2. Access and logistics

- ☐ Confirm loading, parking, trailer / vehicle access, security check-in, escorts, and delivery restrictions.
- ☐ Measure doorways, corridors, stairs, platforms, lifts, overhead clearance, and equipment approach paths.
- ☐ Identify work at height, confined spaces, pits, roof access, scaffolds, lifts, or restricted zones.
- ☐ Confirm floor loading, surface protection, housekeeping standards, and permitted staging areas.
- ☐ Identify weather exposure and indoor / outdoor limitations.

3. Utilities and support

- ☐ Confirm available power voltage, phase, amperage, connection type, distance, and permission to connect.
- ☐ Confirm whether generator power is permitted and where equipment may be located.
- ☐ Identify compressed air, ventilation, extraction, lighting, water, or other utilities required by the selected process.
- ☐ Confirm cable and hose routing, trip protection, penetrations, and traffic crossings.

4. Occupancy and operational coordination

- [] Identify whether the area will be occupied, partially occupied, or shut down during work.
- [] List adjacent processes, sensitive equipment, production lines, public areas, tenants, patients, students, or customers.
- [] Define shutdown, isolation, lockout / tagout, alarm bypass, fire-watch, and restart responsibilities as applicable.
- [] Identify noise, odor, dust, vibration, visibility, cleanliness, or production constraints.
- [] Confirm daily work hours, overtime restrictions, blackout dates, and cleanup deadlines.

5. Facility requirements

- [] Provide contractor orientation, insurance, training, badging, escort, permit, and documentation requirements.
- [] Provide facility EHS rules, PPE minimums, emergency procedures, evacuation routes, and incident-reporting requirements.
- [] Identify fire-code, hot-work, air-quality, waste, historic-preservation, lead, asbestos, or other review triggers for evaluation.
- [] Identify the facility, owner, insurer, general contractor, and authority contacts responsible for approvals.
- [] Confirm who will characterize, containerize, label, transport, and dispose of collected residue.

6. Test area and acceptance

- [] Select a representative test location and obtain authorization before testing.
- [] Define who must attend or approve the test.
- [] Document settings, passes, dwell, cleaning result, substrate condition, residue, and photographs.
- [] Agree on objective acceptance criteria and how deviations will be handled.

Contacts and approvals

Operations contact _____	EHS / safety contact _____
Facilities / maintenance _____	Security / access _____
Waste / environmental _____	Final approver _____

Open items:

Before scheduling

A complete readiness package reduces unanswered questions during the site walk and helps the project team select appropriate controls. It does not replace the employer's hazard assessment, the facility's approval process, equipment-manufacturer instructions, or review by qualified safety and environmental professionals.

Official reference links

OSHA - Laser Hazards Overview

<https://www.osha.gov/laser-hazards>

OSHA - Laser Hazards Standards

<https://www.osha.gov/laser-hazards/standards>

OSHA - PPE Assessment

<https://www.osha.gov/training/library/personal-protective-equipment/assessment>

OSHA - Respiratory Protection, 29 CFR 1910.134

<https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.134>

EPA - Lead Renovation, Repair and Painting Program

<https://www.epa.gov/lead/lead-renovation-repair-and-painting-program>

EPA - Hazardous Waste Generator Regulatory Summary

<https://www.epa.gov/hwgenerators/hazardous-waste-generator-regulatory-summary>

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