

# SAFETY INFORMATION SHEET

## LIGHTING PRODUCTION

### WHAT THIS SHEET APPLIES TO

Anyone using the theatrical lighting systems in the Benedicta Arts Center or the Stephen B. Humphrey Theater.

### RISKS INCLUDE

Death by electrocution or personal injury.

### GUIDELINES, RULES, & PROCEDURES

1. Only properly trained and authorized persons are allowed to work with stage lighting equipment and electrical equipment.
2. Only properly trained and authorized persons are allowed to use the lift, ladders, and fall protection equipment. See also the *Safety Information Sheet* entitled "Fall Protection—Lighting".
3. All stage lighting equipment must be properly maintained and regularly inspected.
4. Always unplug lighting units BEFORE opening to check the condition of a lamp.
5. Never touch the glass on a stage lamp with your fingers. Grease will be deposited on the lamp and lead to lamp failure.
6. When hanging or un-hanging lighting units in Benedicta Arts Center or the Stephen B. Humphrey Theater, the approved procedures MUST be followed by trained and authorized personnel. See also the *Safety Information Sheets* entitled "Fly System Operation" and "Fly System Loading & Unloading".
7. All lighting units must be hung with an approved safety cable and hanging hardware must be tightened.
8. Test all stage lighting units, cables, and circuits during the hang.
9. No other work should happen on stage in the area where lighting units are being hung, unhung, or focused.
10. When working on hazardous equipment (e.g. a patch panel, a dimmer rack) always work in pairs.
11. Remove contents of pockets before using the lift, catwalks, or ladders.
12. Stage lighting units become very hot with use. Gloves are available in the Tool Room for focusing.
13. Wash hands and forearms after each work call (the cords on most lighting units are covered with a fiberglass material which can irritate the skin)
14. Return unused gel, cable, lights, and accessories to proper storage areas when work is finished
15. Report any damaged equipment to supervisor, tag it, and remove it from service.

### FOR FURTHER UNDERSTANDING

Parker, W. Oren and R. Craig Wolf. *Scene Design and Stage Lighting*. 6th ed. Fort Worth: Holt, Rinehardt and Winston, Inc., 1990.

### EMERGENCY- Contacts: CSB Security at 5000 or 9-911. SJU Life Safety at 911 or 2144

To report injury that occurred while working for compensation, supervisor/employee use the incident report form and submit completed report to Human Resources, preferably within 24hours.

To report injury that occurred at non-compensated work e.g. Class activity, supervisor/student use the academic injury report form and submit completed report to Environmental Health & Safety office.