

Recommendations for the safe handling of laser printers

You have decided to use an item of low-emission office equipment with a printing function (e.g. printer, photocopier) tested to RAL-UZ 171 and marked with the Blue Angel environmental seal. For the sake of occupational safety and health, you should observe the following instructions on set-up, operation, cleaning and maintenance.

Set-up

At workplaces, the equipment should be set up so that the air emitted from the fan vents is directed away from the workplace.

Printers, and especially printers used by several people (group printers), should be set up in well-ventilated printer rooms. Rooms used by employees as rest rooms and in which food and drink are prepared or consumed are not suitable as places for setting up office equipment with a printing function.

Operation

Most printers have a "draft mode" or "economy mode" setting that uses less toner. With this setting, the print quality is usually slightly poorer. See if you can use this setting at least some of the time.

When a lot of pages are printed, you may smell vapours that are usually caused by the paper. Recycled paper tends to emit more vapours than virgin-fibre paper. Low-emission recycled paper suitable for printers – including pure white paper – is indicated by the Blue Angel environmental seal combined with reference to testing to RAL-UZ 14 (see also www.blauer-engel.de).

When filling the tray with paper, do not fan it, as this releases paper dust.

Only purchase toner cartridges when required, as prolonged storage usually causes the toner to age. When purchasing cartridges, choose either original cartridges from the printer manufacturer or products marked, for example, with the DGUV test seal "DGUV Test – schadstoffgeprüft"¹ or with the LGA seal "LGA-schadstoffgeprüft"¹.

When replacing toner cartridges, make sure that no toner spills out of the cartridge. If it does, wipe the toner up with a damp cloth (subsequently dispose of cloth with residual domestic waste). Never blow toner off surfaces. Should the skin or clothing be soiled, it is advisable to remove the toner with cold water and soap. Warm water can cause the toner to become sticky, making it stick even more firmly to skin and clothing.

After replacing the toner cartridge or when the print quality declines, printing a "cleaning sheet" may be advisable. Instructions can usually be found in the printer manual.

¹ "schadstoffgeprüft" = pollutant-tested
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Cleaning

When necessary, clean the outside of the equipment with a damp cloth.

Cleaning the interior of the equipment, e.g. in the event of poor print quality, should only be carried out by service technicians.

Maintenance

Maintenance work should be carried out exclusively by service technicians. For maintenance of your printer, contact your responsible IT department or the printer manufacturer's service hotline. In all cases, refer to the operating instructions and follow the recommendations given in them.

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