



UNIVERSITY OF
CAMBRIDGE

Department of Social
Anthropology

Lone Working Policy

All staff and graduate students in the Department should familiarise themselves with the Occupational Health & Safety Services' booklet *Guidance on Lone Working in the University of Cambridge* (<http://www.safety.admin.cam.ac.uk/files/hsd052m.pdf>).

Staff and graduate students working in the Department before 09.00 or after 17.00 on weekdays, and at any time during the weekend, need to sign in **and** out of the building. This means swiping your card on the reader below the TV screen in the entranceway.

Staff and students working alone in the Department should carry mobile phones, set to 'Silent' mode, and familiarise themselves with relevant numbers.

The University Security number for emergencies is 101 (01223 767444 if dialled externally) and for non-emergencies it is 31818 (01223 331818 if dialled externally).

For assistance with fire, medical and police, call 999.

Prof Sian Lazar

Head of Department

Last updated: 11 October 2022