



UNIVERSITY OF  
CAMBRIDGE

Department of Social  
Anthropology

## SAFETY POLICY

### General statement

It is the policy of the Department of Social Anthropology to ensure, insofar as possible, the health, safety, and welfare of its staff, students, and any person visiting the Department. Within the Department, the overall responsibility for health and safety lies with the Head of Department.

Whilst it is the Department's responsibility to maintain a safe working environment, safe working practices and adequate training, it is the responsibility of all staff, students and visitors to the Department to familiarise themselves with the University's Health and Safety Policy and to care for their own safety and the safety of others. This includes, but is not limited to:

- maintaining safe working practices;
- identifying possible hazards and bringing these promptly to the attention of those responsible;
- undertaking any necessary safety training in which they may be asked to participate;
- being familiar with appropriate emergency procedures, including a knowledge of:
  - (i) escape routes;
  - (ii) location of fire extinguishers;
  - (iii) the University emergency services number for Fire, Police, Ambulance (999);
  - (iv) the University Security number (101) which is staffed 24 hours.

Members of the Department hosting visitors or with supervisory responsibilities should ensure, as far as possible, the compliance of their visitors, staff and students with the Department's safety policy.

All safety procedures and documents, including this policy, will be reviewed annually.

The Department operates a strictly no smoking policy. Persons wishing to smoke are asked to do so outside the building, well away from doors and windows.

Prof Sian Lazar

Head of Department  
Dated 11 October 2022