



# UNIVERSITY OF CAMBRIDGE

Department of Archaeology

## Department Safety Policy

### *General Statement*

It is the policy of the Department of Archaeology to continue to ensure, so far as is reasonably practical, the health, safety and welfare of all it's staff, students and any other persons who may use and/or visit the Department's premises or who may be affected by the activities of the Department.

Compliance with legal obligations is the minimum standard.

The Department is committed to planning, implementing and reviewing its health and safety arrangements in order to achieve continual improvement in performance, the aim being to promote best practice in all health, safety and the environment.

The maintenance of safe and healthy working conditions requires the active co-operation of everyone in the Department, each of whom has a duty to co-operate in the attainment of safe working conditions by: taking care of their own health and safety and that of others; never interfering with safety equipment; familiarizing themselves with the University Health and Safety policy; to attend the required health and safety education and training, and to bring situations that they believe to be dangerous, or shortcomings in the safety arrangements, to the attention of the Safety Committee.

The Department of Archaeology operates a strict no smoking policy in all of its buildings and outside adjacent to areas which present a particular fire hazard. Persons wishing to smoke are asked to do so away from doors and windows so as not to inconvenience occupants of buildings.

Signed..... Dated.....

Professor Graeme Barker  
Head of Department