

Mr Emmie Galilee
Stakeholder Liaison
Better Backs Campaign
Health and Safety Executive
Rose Court
2 Southwark Bridge
London SE1 9HS

31 October 2007

Dear Emmie

The 5 Boroughs Partnership NHS Trust is delighted to support this year's Better Backs campaign which aims to reduce the incidence and impact of back pain and upper limb disorders caused or made worse by work and to reduce the number of working days lost to these causes.

We have set ourselves the following goals with view to tackling back pain and upper limb disorders in our work place:

- **Lighten the Load – Managers are invited get rid of unwanted equipment.**
- **Education and training for Administration staff.**
- **Partnership working with a Local Authority**

We plan to achieve our goals by taking the following actions:

- **Managers are invited to list equipment that is no longer required so that we can arrange for it to be disposed. In this way we intend to lighten the load by removing unwanted items from the workplace.**
- **Launch a new training session for Administration staff that provides a practical approach and demonstration of the ergonomic principles to help reduce the incidents of lower back pain and upper limb disorders associated with poorly designed computer workstations.**
- **Working with a Local Authority in shared premises to agree and standardise approach to the assessment of computer workstations.**

The 5 Boroughs Partnership NHS Trust is committed to working with HSE and the Local Authorities on this issue - together we can make a real difference.

Yours sincerely

Ann Charnock
Health and Safety Advisor/Moving and Handling Co-ordinator