

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

date: 22 October 2007

Dear Emmie

Architectural Decorators Ltd 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:

- **To evaluate our processes which generate MSD**
- **To produce manual handling risk assessments**
- **To implement a training programme to highlight the risks and address our weaknesses in DSE**

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

- ***Training staff in the safe use of Manual Handling***
- ***Produce DSE RA and train office managers on DSE***
- ***Promote Manual handling through our health and safety committee***

Architectural Decorators Ltd is committed to working with HSE and the Local Authorities on this issue - together we can make a real difference.

Yours sincerely

Peter Anderson DipSM, Miirsm
Health and Safety Manager