

[Your Name]

[Your Position]

[Your Department]

[Date]

[Manager's Name]

[Manager's Position]

[Company Name]

[Company Address]

Dear [Manager's Name],

Subject: Proposal for CCTV Implementation

I hope this message finds you well. I am writing to propose the implementation of a CCTV surveillance system within our premises.

[Insert brief justification for the proposal: safety concerns, employee security, theft prevention, etc.]

The key benefits of this system would include:

1. Enhanced security and safety for employees and visitors.
2. Deterrence of criminal activities and vandalism.
3. Ability to monitor and ensure compliance with safety protocols.
4. Evidence collection for incident investigations.

I believe that investing in a CCTV system would greatly contribute to the safety and security of our workplace. I would appreciate the opportunity to discuss this proposal further and explore potential next steps.

Thank you for considering this important initiative.

Best regards,

[Your Name]

[Your Contact Information]