

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company]

[Recipient Address]

[City, State, Zip Code]

Subject: Environmental, Health, and Safety (EHS) Compliance Notification

Dear [Recipient Name],

We are writing to inform you about our ongoing commitment to environmental, health, and safety compliance as part of our corporate responsibility initiatives.

As part of our compliance program, we have conducted a thorough assessment of our practices and policies, ensuring they align with applicable regulations and standards. We are pleased to confirm that [insert specific compliance status or actions taken].

We encourage you to review our EHS policies detailed in the attached documentation. Should you have any questions or require further clarification, please do not hesitate to contact us.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Phone Number]

[Your Email Address]

[Attachment: EHS Policy Documentation]