

****Subject:**** Important Update: Okta Permissions Changes

****Dear** [Team/Employee Name],******

We are reaching out to inform you about an important update regarding your Okta permissions. This update is part of our ongoing efforts to enhance security and ensure that access levels align with your current role.

****Changes Overview:****

- ****Date of Update:**** [Insert Date]
- ****Current Role:**** [Insert Current Role]
- ****Updated Permissions:**** [List New Permissions]
- ****Permissions Removed:**** [List Permissions Removed, if any]

****What You Need to Do:****

1. Please log in to your Okta account to review your updated permissions.
2. If you have any questions or concerns regarding these changes, do not hesitate to reach out to [Contact Person/Team] at [Contact Email/Phone Number].

Thank you for your cooperation.

****Best Regards,****

[Your Name]

[Your Job Title]

[Your Company]

[Your Contact Information]