

Subject: Notification of Upcoming Vulnerability Scanning

Dear [Team/Department Name],

We hope this message finds you well. We would like to inform you that our scheduled vulnerability scanning will take place on [Date] from [Start Time] to [End Time]. This is part of our routine security measures to ensure the integrity and safety of our systems.

During this period, you may notice some system performance variations. We appreciate your understanding and cooperation as we work to enhance our security posture.

If you have any questions or concerns, please do not hesitate to reach out to the IT Security Team at [Contact Information].

Thank you for your continued support.

Best regards,

[Your Name]

[Your Job Title]

[Your Company]

[Your Contact Information]