

Nuclear Facility Incident Notification

Date: [Insert Date]

To: [Insert Recipient Name]

From: [Insert Sender Name]

Subject: Notification of Incident at [Facility Name]

Dear [Recipient Name],

We are writing to inform you of an incident that occurred at [Facility Name] on [Incident Date]. The incident involved [brief description of the incident].

Immediate measures have been taken to ensure the safety of all personnel, including [describe actions taken]. There were no injuries reported, and the facility remains secured.

Our team is currently conducting a thorough investigation into the matter and will keep you updated on any developments. We are committed to maintaining transparency and will provide further details as they become available.

If you have any questions or require additional information, please do not hesitate to contact us at [contact information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Facility Name]

[Contact Information]