

Occupational Health Audit Findings

Date: [Insert Date]

To: [Recipient Name]

Position: [Recipient Position]

Company: [Company Name]

Address: [Company Address]

Subject: Occupational Health Audit Findings Report

Dear [Recipient Name],

We conducted an occupational health audit at [Company Name] on [Audit Date]. This letter outlines the findings and recommendations based on our assessment.

Findings:

- **Finding 1:** [Brief Description of Finding 1]
- **Finding 2:** [Brief Description of Finding 2]
- **Finding 3:** [Brief Description of Finding 3]

Recommendations:

- **Recommendation 1:** [Brief Description of Recommendation 1]
- **Recommendation 2:** [Brief Description of Recommendation 2]
- **Recommendation 3:** [Brief Description of Recommendation 3]

Please review the findings and consider implementing the recommendations to enhance the occupational health and safety standards within your organization.

Should you have any questions or require further assistance, feel free to contact us.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]