

Notice of Bias in Promotion Decisions

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Concern Regarding Promotion Decision Bias

Dear [Recipient's Name],

I am writing to formally express my concerns regarding the recent promotion decisions within our department. It has come to my attention that there may be instances of bias influencing the selection process, which could undermine the fairness and integrity of our workplace.

Specifically, I have observed [provide specific examples or incidents], which have raised concerns about how candidates are evaluated and selected for promotions. It is vital for the morale of our team and the overall culture of our organization that all employees are given equal opportunities based on merit and not affected by biases.

I kindly urge you to investigate this matter thoroughly to ensure that our promotion processes remain equitable and transparent. I believe that fostering a fair work environment is essential for our collective success.

Thank you for your attention to this serious matter. I look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]