

Notification of Ethics Committee Meeting

Date: [Insert Date]

To: [Committee Members' Names]

Dear Committee Members,

This is to formally notify you of the upcoming meeting of the Association Ethics Committee scheduled for [Insert Date] at [Insert Time]. The meeting will take place at [Insert Location/Link for Virtual Meeting].

Agenda:

- Review of previous minutes
- Discussion on ethical issues in current projects
- New proposals for consideration
- Any other business

Your participation is important to ensure a comprehensive discussion. Please confirm your attendance by [Insert RSVP Date].

Thank you for your commitment to maintaining the highest ethical standards within our association.

Best regards,

[Your Name]

[Your Position]

[Association Name]

[Contact Information]