

Telecommuting Policy Review

Date: [Insert Date]

To: [Employee's Name]

From: [Manager's Name]

Subject: Review of Telecommuting Policy

Dear [Employee's Name],

We are in the process of reviewing our current telecommuting policy to better meet the needs of our team and enhance our operational efficiency.

We would appreciate your feedback on the current policy and any suggestions you may have for improvement. Your insights are valuable to us as we strive to create a flexible and productive work environment.

Please take a moment to reflect on your experience with the telecommuting policy and respond by [insert deadline date].

Thank you for your cooperation.

Sincerely,

[Manager's Name]

[Manager's Title]

[Company Name]