

Dear Team,

We are excited to announce that we will be conducting our annual Employee Engagement Survey from **March 1** to **March 15**.

Your feedback is invaluable to us and plays a crucial role in shaping our workplace culture and improving our organization. This survey is an opportunity for each of you to share your thoughts and experiences.

We encourage everyone to participate, as your voice matters. All responses will be anonymous and will be used to identify strengths and areas for improvement within our team.

Please mark your calendars and keep an eye out for the survey link in your inbox on **March 1**.

Thank you for your commitment and dedication to our organization. Together, we can continue to create a positive work environment.

Best regards,

The Leadership Team