

Safety Measures Update

Dear Team,

As part of our commitment to ensuring a safe working environment, we would like to remind everyone of the following safety measures:

- Wear appropriate personal protective equipment (PPE) at all times.
- Follow all safety protocols when operating machinery.
- Report any hazards or unsafe conditions to your supervisor immediately.
- Participate in all scheduled safety trainings.

Your safety is our priority. Please take these measures seriously to help us maintain a safe workplace for everyone.

Thank you for your attention and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]