

Letter of Commitment

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Commitment to Professional Conduct

Dear [Recipient's Name],

I am writing this letter to formally express my commitment to maintaining a professional environment in our workplace. I understand the importance of respectful communication and the impact that inappropriate jokes can have on our team dynamics and overall morale.

Moving forward, I promise to refrain from making any jokes that could be considered inappropriate or offensive. I will strive to foster a respectful and inclusive environment for all my colleagues.

Thank you for your understanding and support as I work towards this commitment.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]