

Vendor Environmental Management Plan Notification

Date: [Insert Date]

To: [Vendor Name]

[Vendor Address]

Dear [Vendor Contact Name],

We are writing to inform you about the requirements regarding the Environmental Management Plan (EMP) as part of our vendor management protocol. As an essential part of our commitment to environmental sustainability, we expect all our vendors to comply with the following directives:

- Submit your Environmental Management Plan within [Insert Timeframe].
- Ensure compliance with relevant environmental regulations and standards.
- Provide documentation on waste management, pollution control, and resource efficiency practices.

We appreciate your cooperation in this matter and are available for any assistance you may require in developing your EMP. Please feel free to reach out with any questions or concerns.

Thank you for your attention to this important issue.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]