

# Operational Risk Review for Suppliers

Date: [Insert Date]

To: [Supplier Name]

From: [Your Company Name]

Subject: Operational Risk Review

Dear [Supplier Name],

As part of our ongoing efforts to manage and mitigate operational risks associated with our supply chain, we are conducting an Operational Risk Review of our suppliers.

The purpose of this review is to assess potential risks that may affect our operations and to identify strategies for risk mitigation. We kindly ask you to provide the following information:

- Details of your risk management framework
- Information on any recent operational disruptions
- Contingency plans in place for unforeseen events
- Any relevant certifications or audits

We appreciate your cooperation in this matter and look forward to receiving the requested information by [Insert Deadline]. Should you have any questions, please do not hesitate to reach out.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]