

# Announcement of Transient Workforce Changes

Date: [Insert Date]

Dear [Team/Department Name],

We are writing to inform you about some upcoming changes in our workforce that will impact our operations. As we continue to adapt to the evolving market conditions, we have made the decision to implement a transient workforce strategy.

This strategy will include [briefly explain the changes, e.g., hiring temporary staff, adjusting shift patterns, etc.]. We believe this approach will enhance our team's flexibility and enable us to respond more effectively to current demands.

The changes will take effect on [insert implementation date]. We are committed to ensuring a smooth transition and will provide support throughout this process. Please feel free to reach out if you have any questions or concerns.

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]