

Letter of Concern

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my deep concern regarding the discriminatory practices that have been observed within [Company/Organization Name]. It has come to my attention that [briefly describe the specific discriminatory practices or incidents].

Such practices not only undermine the values of diversity and inclusion but also create an environment that is detrimental to employees and stakeholders alike. It is essential for our organization to ensure that all individuals are treated with respect and fairness.

I urge you to take immediate action to address these concerns. Implementing training programs, reviewing policies, and fostering open dialogue can help in combatting discrimination and promoting equality within the workplace.

Thank you for your attention to this important matter. I look forward to your response and the steps you intend to take to rectify this situation.

Sincerely,

[Your Name]