

Notice of Adjustment to Safety Rules

Date: [Insert Date]

To: [Staff/Employees/Team]

From: [Your Name/Department]

Subject: Adjustments to Safety Rules

Dear [Staff/Employees],

We are committed to ensuring a safe and healthy working environment for all our employees. In light of recent developments and in accordance with [relevant regulations or guidelines], we have made adjustments to our safety rules as follows:

- **Rule 1:** [Description of adjustment]
- **Rule 2:** [Description of adjustment]
- **Rule 3:** [Description of adjustment]

Please familiarize yourself with these changes effective [effective date]. Failure to adhere to these updated rules may result in disciplinary action.

We appreciate your cooperation and commitment to maintaining a safe workplace.

If you have any questions or concerns, please do not hesitate to reach out to [Contact Information].

Thank you.

Sincerely,

[Your Name]

[Your Position]

[Your Company]