

# Employee Rights Notification

Date: [Insert Date]

To: [Employee's Name]

From: [Employer's Name]

Subject: Notification of Fraud Investigation

Dear [Employee's Name],

This letter serves to inform you that an investigation regarding potential fraudulent activities is currently underway, and you have certain rights during this process.

## Your Rights:

- You have the right to be informed of the nature of the allegations against you.
- You have the right to respond to any accusations and provide your side of the story.
- You have the right to have a representative present during any questioning.
- You have the right to access relevant documents related to the investigation.
- You have the right to confidentiality regarding the investigation's details.

Please be assured that this investigation will be conducted fairly and impartially. We encourage you to cooperate fully during this process.

If you have any questions regarding this matter or your rights, please do not hesitate to reach out to [Contact Person's Name] at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company Name]