

Annual Review of Anti-Harassment Policy

Dear [Team/Employee Name],

We are committed to fostering a safe and respectful workplace for all employees. As part of this commitment, we will be conducting our annual review of the Anti-Harassment Policy.

The review will take place on [Date] and will involve assessing our current policies, practices, and any necessary updates to ensure that we continue to uphold a zero-tolerance stance against harassment.

We encourage all employees to provide their feedback, which can be submitted anonymously through [method of feedback collection, e.g., an online form or in person]. Your input is invaluable in shaping a workplace where everyone feels safe and valued.

Thank you for your attention and cooperation.

Sincerely,
[Your Name]
[Your Position]
[Company Name]