

Equal Employment Opportunity Feedback Request

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Date]

Dear [Recipient's Name],

I hope this message finds you well. As part of our commitment to fostering an inclusive work environment, we are seeking your feedback regarding our Equal Employment Opportunity (EEO) practices.

Your insights are invaluable and will contribute to our ongoing efforts to improve our workplace culture. We would greatly appreciate it if you could take a few moments to share your thoughts on the following:

- Your experience with our recruitment and hiring processes.
- Awareness of our EEO policies and resources.
- Suggestions for improving diversity and inclusion within the organization.

Please send your feedback to [Reply Email Address] by [Deadline Date]. Your responses will remain confidential and will be used solely for the purpose of enhancing our EEO efforts.

Thank you for your time and input. We value your contribution to making our workplace better for everyone.

Best regards,

[Your Name]

[Your Job Title]

[Your Company Name]