

Compliance Reminder

Dear [Employee's Name],

This is a friendly reminder of our organization's commitment to upholding the highest standards of integrity and ethical conduct, as outlined in our Anti-Corruption Policy.

We would like to reiterate the importance of complying with this policy and ensuring that our business practices remain transparent and free from corruption. All employees are expected to:

- Understand and adhere to the Anti-Corruption Policy.
- Avoid any actions that may lead to conflicts of interest.
- Report any suspicious activities or violations immediately.

If you have any questions or need further clarification regarding this policy, please do not hesitate to reach out to your supervisor or the compliance department.

Thank you for your attention and commitment to integrity.

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