

Letter of Appeal for Investigation

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally appeal the decision regarding my previous complaint about workplace harassment. Despite raising my concerns on [date of initial complaint], I believe that the issue has not been properly addressed.

The nature of the harassment includes [briefly describe instances of harassment]. These actions have created a hostile work environment that affects my performance and well-being.

I urge you to reconsider my case and initiate a thorough investigation into these matters. It is essential to ensure a safe and respectful workplace for all employees.

Thank you for your attention to this serious issue. I look forward to your prompt response.

Sincerely,

[Your Name]