

Request for Stakeholder Feedback

Date: [Insert Date]

To: [Stakeholder Name]

From: [Your Name]

Subject: Request for Feedback on Business Continuity Plan

Dear [Stakeholder Name],

As part of our ongoing commitment to ensuring robust business continuity planning, we are reaching out to solicit your valuable feedback on our current Business Continuity Plan (BCP). Your insights and perspectives are crucial to enhance our strategies and preparedness.

We have attached a copy of the BCP document for your review. We kindly ask you to provide your feedback regarding:

- Effectiveness of the current plan
- Areas of improvement
- Any additional suggestions or concerns

Please send your feedback by [Insert Deadline]. Your input is invaluable to us, and we appreciate your time and collaboration.

Thank you for your attention to this matter.

Best regards,

[Your Name]

[Your Job Title]

[Your Company]

[Your Contact Information]