

Telecommuting Policy Review

Date: [Insert Date]

To: [Employee's Name]

From: [Manager's Name]

Subject: Review of Telecommuting Policy

Dear [Employee's Name],

As part of our ongoing effort to ensure our telecommuting policy remains effective and beneficial for both the organization and our employees, we will be conducting a review of our current guidelines.

We invite you to provide your feedback regarding your telecommuting experience, including any challenges you've faced and suggestions for improvement. Your input is invaluable to us and will help shape the future of our telecommuting practices.

Please submit your feedback by [Insert Deadline]. We appreciate your cooperation and commitment to making our workplace better for everyone.

Thank you for your attention to this matter.

Sincerely,

[Manager's Name]

[Job Title]

[Company Name]