

Notification of Safety Training Completion

Date: [Insert Date]

Dear [Employee's Name],

We are pleased to inform you that you have successfully completed the required safety training program. Your commitment to safety is vital to our workplace environment and is greatly appreciated.

Training Details:

- Course Title: [Course Title]
- Date Completed: [Completion Date]
- Duration: [Duration]

We encourage you to apply the knowledge and skills you have gained through this training. Should you have any questions or require further assistance, please do not hesitate to reach out.

Congratulations on your achievement!

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]