

# Notification of Frequent Near-Misses

Dear [Recipient's Name],

I hope this message finds you well. I am writing to bring to your attention a concerning trend we have observed regarding frequent near-misses at the following locations:

- [Location 1]
- [Location 2]
- [Location 3]

These incidents have raised significant safety concerns for both our employees and visitors. It is crucial that we address these near-misses to prevent potential accidents in the future.

We recommend the following actions be taken:

1. Increased signage in the affected areas.
2. Regular safety audits and assessments.
3. Enhanced training for personnel on safety protocols.

We appreciate your attention to this matter and look forward to your prompt action to enhance safety in these locations.

Thank you for your cooperation.

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