

Internal Audit Risk Assessment Communication

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Internal Audit Risk Assessment Findings

Dear [Recipient Name],

As part of our ongoing commitment to effective risk management, we conducted a comprehensive Internal Audit Risk Assessment on [insert relevant area or department] during the period of [insert date range]. The purpose of this assessment was to identify, evaluate, and prioritize potential risks that may impact our organization.

Our findings are outlined below:

- **Risk Area 1:** [Description of Risk Area 1]
- **Risk Area 2:** [Description of Risk Area 2]
- **Risk Area 3:** [Description of Risk Area 3]

We recommend the following actions to mitigate the identified risks:

1. [Recommendation 1]
2. [Recommendation 2]
3. [Recommendation 3]

Please feel free to reach out if you need further details or wish to discuss these findings in more depth. It is essential that we work together to implement the necessary actions to strengthen our risk management processes.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]