

# Outcome of Professional Misconduct Investigation

Date: [Insert Date]

To: [Team Leader's Name]

From: [Your Name]

Subject: Investigation Outcome Notification

Dear [Team Leader's Name],

We are writing to inform you of the outcome of the investigation regarding the professional misconduct allegations made against you on [Insert Date of Allegations]. The investigation was conducted in accordance with our organization's policies and procedures, ensuring a thorough and fair review of all relevant information.

The findings of the investigation are as follows:

- [Finding 1]
- [Finding 2]
- [Finding 3]

Based on the findings, the following action will be taken:

- [Action 1]
- [Action 2]
- [Action 3]

If you would like to discuss this outcome further or have any questions, please feel free to reach out to me directly.

Thank you for your cooperation throughout this process.

Sincerely,

[Your Name]

[Your Title]

[Your Contact Information]