

Follow-Up on Occupational Health Evaluation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Organization's Name]

[Organization's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on the occupational health evaluation conducted on [Insert Evaluation Date]. I would like to inquire about the status of the assessment and any recommendations that may have been made.

Understanding the outcomes of this evaluation is essential for [mention the purpose, e.g., ensuring workplace safety, accommodations needed, etc.]. If there are any additional steps required from my end, please let me know.

Thank you for your attention to this matter. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]