

Whistleblower Safety Assurance Request

Date: [Insert Date]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

Dear [Recipient Name],

I am writing to formally request assurances regarding the safety and confidentiality of my whistleblower report submitted on [insert submission date]. As you are aware, maintaining a secure environment for individuals who report misconduct is critical to fostering openness and accountability within our organization.

In particular, I seek confirmation that:

- My identity will be kept confidential and will not be disclosed without my explicit consent.
- Protective measures will be put in place to safeguard me from any potential retaliation.
- There is a clear policy regarding the handling of whistleblower reports, ensuring a transparent and fair investigation process.

I appreciate your attention to this matter and look forward to your prompt response, as it is important for me to feel secure in moving forward with this report.

Thank you for your understanding and support.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]