

Letter of Risk Management Policy Amendment

Date: [Insert Date]

To: [Recipient's Name]

Title: [Recipient's Title]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to inform you of amendments to our Risk Management Policy effective [Insert Effective Date]. These amendments are designed to enhance our risk management framework and ensure compliance with relevant regulations.

Summary of Amendments:

- Modification of risk assessment procedures.
- Updated reporting protocols for risk incidents.
- Clarification of roles and responsibilities in risk management.
- Revisions to the risk mitigation strategies section.

Please review the amended policy which is attached for your reference. Should you have any questions or require further clarification, do not hesitate to contact us.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]