

Allergy Management Advice for Workplace

Date: [Insert Date]

To: [Employee's Name]

From: [Manager's Name]

Subject: Allergy Management in the Workplace

Dear [Employee's Name],

We understand that you have allergies that may affect your work environment. To ensure your health and safety, please consider the following management strategies:

- Identify and inform colleagues of your specific allergies.
- Avoid bringing allergens into the workplace, including [specific allergens].
- Utilize personal protective equipment if necessary.
- Communicate any allergic reactions immediately to your supervisor.
- Keep medications, such as antihistamines or an EpiPen, accessible at all times.

We will also be organizing an allergy awareness training session for all employees on [Insert Date], to foster a better understanding and support within our team. Please feel free to reach out if you have any concerns or require further accommodations.

Thank you for your attention to this matter.

Sincerely,

[Manager's Name]

[Company Name]

[Contact Information]