

# Notification for Safety Skills Training

Date: [Insert Date]

Dear Team,

We are pleased to inform you that a mandatory Safety Skills Training session will be held on [Insert Date] from [Insert Start Time] to [Insert End Time]. This training is essential for ensuring a safe working environment and enhancing our team's safety protocols.

Please find the details of the training session below:

- **Location:** [Insert Location]
- **Duration:** [Insert Duration]
- **Facilitator:** [Insert Facilitator's Name]

Attendance is mandatory for all staff members. Please confirm your participation by [Insert Confirmation Date].

Thank you for your attention to this important matter, and for your commitment to maintaining a safe working environment.

Best Regards,

[Your Name]

[Your Position]

[Restaurant Name]

[Contact Information]