Subject: Digital Security Awareness Training for Employees

Dear Team,

As part of our ongoing commitment to ensuring a secure working environment, we are pleased to announce a mandatory Digital Security Awareness Training program for all employees.

This training will cover essential topics, including:

- Identifying phishing attempts
- Safe password practices
- Mobile device security
- Data protection policies

Training Details:

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location/Online Link]

It is essential for everyone to attend this session to help protect both our organization's and your personal information. Please confirm your attendance by replying to this email.

Thank you for your cooperation.

Best Regards,

[Your Name]

[Your Job Title]

[Company Name]