

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Manager's Name  
Company Name  
Company Address  
City, State, Zip Code

Dear [Manager's Name],

I am writing to formally express my concerns regarding the unsafe working conditions that I have observed at [Company Name]. As an employee in [Your Department/Position], I have witnessed several situations that pose serious risks to the health and safety of our team.

Specifically, I would like to highlight the following issues:

- Inadequate safety equipment provided for [specific task or area].
- Unsafe working environment due to [specific hazard].
- Failure to adhere to safety protocols regarding [specific procedure].

These conditions not only jeopardize the safety of our employees but could also lead to potential legal consequences for the company. I urge you to take immediate action to address these issues to ensure a safer workplace for all employees.

Thank you for your attention to this critical matter. I look forward to your prompt response and the implementation of necessary changes.

Sincerely,  
[Your Name]  
[Your Job Title]