

# Whistleblower Training Program Announcement

Dear Team,

We are excited to announce the upcoming Whistleblower Training Program designed to empower our employees with the knowledge and tools necessary to identify and report unethical or illegal activities within our organization.

## Training Details:

- **Date:** March 15, 2023
- **Time:** 10:00 AM - 12:00 PM
- **Location:** Conference Room B

The training will cover crucial topics such as:

- Understanding Whistleblower Protections
- Reporting Procedures
- Confidentiality and Anonymity

Please confirm your attendance by March 1, 2023, to help us ensure adequate preparations.

Thank you for your commitment to maintaining our organization's integrity.

Sincerely,

[Your Name]

[Your Title]