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[Date]

[Recipient Name]  
[Title/Department]  
[Organization Name]

**Subject: Announcement of Annual Macroeconomic Stress Testing Scenarios**

Dear [Recipient Name],

This letter serves as the official announcement regarding the release of the macroeconomic scenarios for the [Year] Annual Stress Testing cycle. These scenarios are designed to evaluate the capital adequacy and risk resilience of [Organization Name] under various hypothetical economic conditions.

For the current cycle, the following scenarios have been defined:

- **Baseline Scenario:** Reflects the current consensus economic outlook and steady growth projections.
- **Adverse Scenario:** Assumes a moderate economic downturn characterized by rising unemployment and market volatility.
- **Severely Adverse Scenario:** Assumes a significant global recession, sharp declines in asset prices, and severe credit contractions.

The detailed variable set, including GDP growth rates, interest rate paths, and unemployment metrics, is attached to this communication. All relevant business units are required to use these specific inputs for their projections and financial modeling.

**Key Deadlines:**

- Initial Data Submission: [Date]
- Preliminary Results Review: [Date]
- Final Stress Test Report Submission: [Date]

Please ensure that all modeling assumptions and qualitative overlays are documented in accordance with current governance standards. Should you have any technical questions regarding the scenario variables, please contact the Risk Management Department at [Email/Phone Number].

Sincerely,

[Signature]  
[Name of Sender]

[Title/Position]  
[Department Name]