

**Date:** [Insert Date]

**To:** [Insert Name/Title of Recipient]

**Department:** [Insert Department Name]

**Organization:** [Insert Organization Name]

**Subject:** Model Risk Management Compliance Assessment - [Insert Model Name/ID]

Dear [Insert Name],

This letter serves to formalize the results of the Model Risk Management (MRM) compliance assessment conducted for the following model:

- **Model Name:** [Insert Name]
- **Model Version:** [Insert Version Number]
- **Model Owner:** [Insert Owner Name]
- **Assessment Period:** [Insert Date Range]

### 1. Assessment Objective

The objective of this assessment was to evaluate the model's adherence to internal Model Risk Management policies and regulatory guidelines (e.g., SR 11-7 / OCC 2011-12). The scope included a review of model documentation, data integrity, conceptual soundness, and ongoing monitoring processes.

### 2. Compliance Status

Based on the review, the model's compliance status is categorized as: **[Compliant / Partially Compliant / Non-Compliant]**.

### 3. Key Findings

The assessment identified the following key points:

- [Insert Finding 1]
- [Insert Finding 2]
- [Insert Finding 3]

### 4. Required Remediation Actions

To ensure full alignment with compliance standards, the following actions must be completed:

Action Item	Responsible Party	Deadline
[Insert Action]	[Insert Name]	[Insert Date]

### 5. Conclusion

[Insert summary statement regarding the risk level and approval for continued use]. Failure to address the remediation items by the specified deadlines may result in a formal escalation or restriction of model usage.

Sincerely,

[Your Name]

[Your Title]

[Model Risk Management / Validation Department]