

Date: [Insert Date]

To: [Insert Name of Institution/Organization]

Attn: [Insert Name of Contact Person/Executive]

Subject: Information Technology Supervisory Rating Notification

Dear [Insert Name],

This letter serves to formally notify you of the Information Technology (IT) supervisory rating assigned to [Insert Institution Name] following the recent examination concluded on [Insert Date].

Based on our assessment of the institution's IT risk management, cybersecurity posture, and operational resilience, the composite IT rating has been assigned as: **[Insert Rating Number/Grade]**.

The rating is based on the following core components:

- **Audit:** [Insert Rating/Brief Comment]
- **Management:** [Insert Rating/Brief Comment]
- **Development and Acquisition:** [Insert Rating/Brief Comment]
- **Support and Delivery:** [Insert Rating/Brief Comment]

Accompanying this letter is a summary of the findings and specific areas requiring corrective action. We expect the institution to address the identified deficiencies within the timeframes specified in the attached report.

Please acknowledge receipt of this notification. If you have any questions regarding this rating or the examination findings, please contact [Insert Name/Department] at [Insert Phone Number/Email].

Sincerely,

[Insert Name]

[Insert Title]

[Insert Regulatory Body/Department Name]