

DATE: [Insert Date]

TO: Executive Management Team / Board of Directors

FROM: [Insert Name/Title, e.g., Chief Compliance Officer]

SUBJECT: Executive Briefing: Consent Order with [Insert Regulatory Agency Name]

1. PURPOSE

The purpose of this briefing is to notify Executive Management of the formal Consent Order issued by [Insert Agency Name] on [Insert Date] and to outline the required actions for institutional compliance.

2. OVERVIEW OF FINDINGS

Following the examination conducted on [Insert Date], the regulator identified deficiencies in the following areas:

- [Specific Issue 1]
- [Specific Issue 2]
- [Specific Issue 3]

3. KEY PROVISIONS AND DEADLINES

The Consent Order mandates the following immediate actions:

- **Action Item A:** [Description] - **Due:** [Date]
- **Action Item B:** [Description] - **Due:** [Date]
- **Action Item C:** [Description] - **Due:** [Date]

4. FINANCIAL AND OPERATIONAL IMPACT

- **Civil Money Penalties:** [Insert Amount or "None"]
- **Operational Restrictions:** [Insert any limits on growth, dividends, or acquisitions]
- **Resource Allocation:** [Insert details regarding required budget or staff increases]

5. GOVERNANCE AND OVERSIGHT

The Board and Executive Management are required to:

- Establish a Compliance Committee to monitor progress.
- Submit written progress reports to [Insert Agency] every [Number] days.
- Ensure all management signatures are obtained by [Date].

6. NEXT STEPS

An enterprise-wide remediation plan is currently being drafted. A detailed project timeline will be presented for Board approval on [Insert Date].

Please contact [Insert Name] at [Insert Extension/Email] for further clarification.

Respectfully submitted,

[Signature]
[Printed Name]
[Title]