

# Email Communication Draft

**Subject:** Submission of Incident Response Report

**Dear Future Interns,**

I am sharing the *Incident Response Report* prepared based on the recent security alerts and log analysis.

The report provides:

- Classification of incidents by severity (High, Medium, Low)
- A timeline of major events
- Impact assessment of identified threats
- Recommended remediation actions

This document is intended to support timely decision-making and strengthen our security posture.

Please review the attached report at your convenience and let me know if any additional details or clarifications are required.

**Best regards,**

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Cybersecurity Intern