

Date: [Insert Date]

To: [Executive Leadership Team / Board of Directors]

From: [Head of Ethics and Compliance / Integration Committee]

Subject: ADVISORY: Alignment of Institutional Culture and Ethical Standards Post-Merger

Dear [Recipient Name],

Following the recent merger between [Company A] and [Company B], this advisory serves to outline the strategic framework for integrating our institutional cultures and establishing a unified ethical foundation.

1. Cultural Integration Strategy

We have identified key differences in operational styles and core values. To ensure long-term stability, we recommend:

- Defining a unified "Values Statement" that represents the new entity.
- Conducting cultural town halls to address employee concerns.
- Harmonizing internal communication protocols to ensure transparency.

2. Ethical Standards and Compliance

To mitigate risks during this transition, the following actions are required:

- **Code of Conduct:** Issuing a single, comprehensive Code of Ethics applicable to all legacy employees.
- **Reporting Channels:** Consolidating "Whistleblower" hotlines and ensuring anonymity is preserved across all branches.
- **Regulatory Alignment:** Reviewing all joint ventures and partnerships to ensure compliance with [Relevant Laws/Regulations].

3. Immediate Next Steps

Within the next 30 days, the Ethics Advisory Committee will:

- Distribute a cultural climate survey to all staff.
- Launch mandatory ethics training modules for management.
- Establish a cross-functional task force to monitor integration friction.

Success in this merger depends not only on financial synergy but on the integrity of our shared organizational identity. We look forward to your support in implementing these recommendations.

Sincerely,

[Signature]

[Name]

[Title]

[Department]