

Certainly!

---

"Thank you, everyone, for allowing me a moment to clarify some of the points we discussed earlier.

Firstly, regarding the new project timeline, I want to emphasize that our target completion date remains mid-March. To achieve this, we'll need each department to adhere to the outlined milestones and deadlines. If there are any foreseeable challenges, please communicate them as soon as possible so we can address them proactively.

Additionally, there were a few questions about the budget allocation. Our finance team has confirmed that the figures presented are final, and any adjustments going forward will require a formal request. If you need further details, please reach out to Finance directly.

Lastly, I noticed some confusion about our marketing strategy for the upcoming launch. To clarify, our focus will be on digital platforms, with a significant push on social media channels to maximize engagement. More details will be shared in the newsletter later this week.

Thank you for your attention, and please feel free to reach out if there are any other points that need further explanation."

---