

{Date of Issuance}

{Letterhead}

{Name/Address of Requesting Entity}

{Phone/Email Contact Information}

To Whom It May Concern:

The bearer of this letter is a(n) {employee or contractor or vendor} of {Name of Requesting Entity} and has been identified as an essential worker and should be exempt and/or excluded from state and/or local travel restrictions and/or stay-at-home orders. The bearer is tasked with executing or supporting an essential critical infrastructure work role or function.

We request the bearer, who should present proper photographic identification, be permitted access and re-entry to expedite continued delivery of essential business, industry, and infrastructure services and functions. The bearer will abide by the directives of local authorities on protective measures to maintain while in areas under restrictions.

This request is based upon a judgment reached by industry leaders, fully informed by the U.S. Department of Homeland Security's (DHS) Cybersecurity and Infrastructure Security Agency's (CISA) Guidance on the Essential Critical Infrastructure Workforce found at <https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19#>, that the requesting entity:

Engages in activity that could reasonably be included within the scope of critical infrastructure as outlined in Presidential Policy Directive-21 (PPD-21); and

Has a subset of its workforce that would reasonably be deemed Essential Critical Infrastructure Workers as outlined by the U.S. DHS/CISA guidance on this issue.

This request for access and/ or re-entry is valid for the period of {Month, Day, Year} to {Month, Day, Year}.

Questions concerning this letter may be directed via the point of contact indicated in the signature block below. For additional verification or inquiries regarding this request, please contact {Contact Name for Verification} at {phone number} [24x7 I between the hours of {X and Y}, {Day to Day}.

{Signature Block of Requesting Entity}

{Seal/Counter-Signature Block of Sponsoring Agency}