**PLACE ON COMPANY LETTERHEAD**

**Critical Infrastructure Authorization to Work and Travel**

To Whom It May Concern:

The holder of this letter is an employee of **[INSERT COMPANY NAME]**, an essential business supplier for industry sectors described below that have been designated by the U.S. Department of Homeland Security as part of the nation’s critical infrastructure.

As such, the holder should be considered exempt from local curfews, shelter-in-place orders and other business restrictions when traveling to and from work or otherwise performing his or her job functions.

For additional details, see below. If you have any questions, please contact the undersigned.

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[signature of company representative]

[Name/Title]

[Phone]

[E-mail ]

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On March 16, 2020, the President issued updated Coronavirus Guidance for America, stating:

*“If you work in a critical infrastructure industry, as defined by the Department of Homeland Security…you have a special responsibility to maintain your normal work schedule.”*

On March 19, 2020, the Department of Homeland Security’s Cybersecurity and Infrastructure Security Agency (CISA) issued Guidance on the Essential Critical Infrastructure Workforce to help State and local officials protect their communities, while ensuring continuity of functions critical to public health and safety, as well as economic and national security.

**[INSERT COMPANY NAME]** is an essential business provider for the following critical infrastructure sectors identified in the CISA guidance:

* Retail fuel centers such as gas stations and truck stops, and the distribution systems that support them
* Employees supporting or enabling transportation functions, including dispatchers, maintenance and repair technicians, warehouse workers, truck stop and rest area workers, and workers that maintain and inspect infrastructure
* Employees who repair and maintain vehicles, aircraft, rail equipment, marine vessels, and the equipment and infrastructure that enables operations that encompass movement of cargo and passengers
* **[Add any additional CISA-authorized critical infrastructure work you do here, such as hospitals, defense, airport operations, communications, government operations, etc.]**