

BUSINESS LETTERHEAD

Date: **Insert Date**

To: California Highway Patrol, County Sheriff Department or Whom It May Concern

From: **Name Of Business**

Re: Identification of Essential Critical Infrastructure Workers During COVID-19 Response

Name of Business is an operation that falls within the categories declared to be Essential Critical Infrastructure Sectors and our employees are essential workers needed to maintain the services and functions Americans, and Californians in particular, depend on daily. Governor Newsom's Stay At Home Executive Order (N-33-20) states that people who work within these Sectors may continue to work because of the importance of these Sectors to Californians' health and well-being. Specifically, our operation falls within the Food and Agriculture category of Essential Critical Infrastructure Sectors.

We are defined under the following **Essential Critical Infrastructure – Food and Agriculture** definitions outlined below:

- Workers supporting groceries, pharmacies and other retail that sells food and beverage products
- Restaurant carry-out and quick serve food operations - Carry-out and delivery food employees
- Food manufacturer employees and their supplier employees—to include those employed in food processing (packers, meat processing, cheese plants, milk plants, produce, etc.) facilities; livestock, poultry, seafood slaughter facilities; pet and animal feed processing facilities; human food facilities producing by-products for animal food; beverage production facilities; and the production of food packaging
- Farm workers to include those employed in animal food, feed, and ingredient production, packaging, and distribution; manufacturing, packaging, and distribution of veterinary drugs; truck delivery and transport; farm and fishery labor needed to produce our food supply domestically
- Farm workers and support service workers to include those who field crops; commodity inspection; fuel ethanol facilities; storage facilities; and other agricultural inputs
- Employees and firms supporting food, feed, and beverage distribution, including warehouse workers, vendor-managed inventory controllers and blockchain managers
- Workers supporting the sanitation of all food manufacturing processes and operations from wholesale to retail
- Company cafeterias - in-plant cafeterias used to feed employees
- Workers in food testing labs in private industries and in institutions of higher education
- Workers essential for assistance programs and government payments
- Employees of companies engaged in the production of chemicals, medicines, vaccines, and other substances used by the food and agriculture industry, including pesticides, herbicides, fertilizers, minerals, enrichments, and other agricultural production aids
- Animal agriculture workers to include those employed in veterinary health; manufacturing and distribution of animal medical materials, animal vaccines, animal drugs, feed ingredients, feed, and bedding, etc.; transportation of live animals, animal medical materials; transportation of deceased animals for disposal; raising of animals for food; animal production operations; slaughter and packing plants and associated regulatory and government workforce
- Workers who support the manufacture and distribution of forest products, including, but not limited to timber, paper, and other wood products

- Employees engaged in the manufacture and maintenance of equipment and other infrastructure necessary to agricultural production and distribution

Additional information about Essential Critical Infrastructure Sectors can be found on California's COVID-19 website (<https://covid19.ca.gov/img/EssentialCriticalInfrastructureWorkers.pdf>), the website of the U.S. Department of Homeland Security, Cybersecurity & Infrastructure Security Agency ("CISA") (<https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19>) and the March 19, 2020 Memorandum issued by Director of the CISA (<https://www.cisa.gov/sites/default/files/publications/CISA-Guidance-on-Essential-Critical-Infrastructure-Workers-1-20-508c.pdf>)

Accordingly, we are going to continue to operate in some capacity at this time and we have issued this document to our employees as confirmation that they are authorized by the directives of the State and Federal Government to leave their residence to continue to perform work for our operation in accordance with Governor Newsom's Stay At Home Executive Order (N-33-20) and all applicable laws. If you have questions about this document, you may contact: _____ at (____) _____.

Signature

Printed Name

Title

Contact Information