

To Whom This May Concern:

[Name of company] employees are considered essential critical infrastructure workers as defined in the Department of Homeland Security's March 28, 2020, *Memorandum on Identification of Essential Critical Infrastructure Workers During COVID-19 Response*.

The guidance states, "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."

The DHS guidance identifies as essential critical infrastructure workers the following: "maritime transportation workers, including port workers, mariners, ship crewmembers, ship pilots and tug boat operators, equipment operators, ship supply, chandler and repair companies;" "employees who repair and maintain...marine vessels...and the equipment and infrastructure that enables operations that encompass movement of cargo;" and "workers supporting transportation via inland waterways such as barge crew, dredging, river port workers."

Further, the U.S. Coast Guard has issued *Marine Safety Information Bulletin 11-20: Maintaining Maritime Commerce and Identification of Essential Maritime Critical Infrastructure Workers*, which states that merchant mariners, vessel owners and operators, marine dispatchers, and commercial port and facility (including barge fleeting facility) personnel are "essential for sustaining the continuous flow of maritime commerce."

As an employer of essential critical infrastructure workers, [name of company] respectfully requests that the employee bearing this letter be allowed to proceed to or from his/her place of employment to ensure this critical transportation infrastructure is not impacted.

If you have any questions, please contact:

[Provide company POC, title, phone number and email address]