[Employer Letterhead]

The United States Department of Homeland Security, Cybersecurity & Infrastructure Security Agency published a Memorandum on Identification of Essential Critical Infrastructure Workers during COVID-19 Response on March 19, 2020. This guidance identifies workers who conduct a range of operations and services that are essential to continued critical infrastructure viability, to include workers such as exterminators and other service providers who provide services that are necessary to maintaining the safety, sanitation, and essential operation of residences, businesses and buildings such as hospitals, senior living facilities, any temporary construction required to support COVID-19 response.

OPTIONAL INSERT FOR STATES or COUNTIES WHO HAVE ISSUED STATE ESSENTIAL BUSINESS ORDERS (edit for your state or county’s Executive Order)

Florida State Ron DeSantis issued Executive Order 20-91 on April 1, 2020, which issues a Safer at Home statement and defines essential services and essential activities that are permitted to continue operations through May 1, 2020. Under the Executive Order, employees of “essential services,” are not subject to the restrictions set forth in the Order. Guidance for Determining whether a Business Enterprise is Subject to a Workforce Reduction are available at <https://www.cisa.gov/sites/default/files/publications/CISA_Guidance_on_the_Essential_Critical_Infrastructure_Workforce_Version_2.0_Updated.pdf>.

[Employer Name] operates an [exterminating contracting service, providing safety and sanitation services to a Commercial, Residential or Government Buildings] located at [address of building].

[Employee Name] is a [Employer Name] employee, engaged in essential business, whose in-person presence is required at [address of building].

Inquiries regarding [Employer Name] employees may be directed to [Point of Contact and Phone Number]

Date: April \_\_\_, 2020

Signed: s/ [Executive Officer Signature]

[Title of Officer]