

Union Letterhead

[Date]

RE: Critical Labor Organization Personnel/ Review of Safety Restrictions

To whom it may concern:

The individual bearing this letter is a critical employee of [name of Union] , and is acting in his or her official capacity, ensuring employers of the Union's members comply with the safety provisions included in EXECUTIVE ORDER N-33-20, ensuring [insert essential category of work the Union represents such as construction workers, healthcare workers, transportation workers] are safe and protected from the COVID-19 Coronavirus as they construct and repair the Nation's critical infrastructure.

Jobsites include, but are not limited to the following: [list jobsites in the applicable industry from the order. Here is the list for construction Unions: chemical facilities, food processing facilities, wastewater treatment plants, water treatment facilities, distribution centers, heavy and highway construction, dams, hospital construction and remodel, construction of medical office buildings, the erection of temporary medical facilities, refineries, power plants, factories, public work projects, research facilities, laboratories, and housing projects].

All employees of the [name of Union] shall provide full assistance and cooperation and in no way impede the official conduct of business.

The assistance of Federal, State, County, and other Local law enforcement is requested in order to grant safe passage and provide the bearer unhindered access to job sites or facilities for the purposes designated above.

The status of the individual presenting this letter may be verified by calling [Insert name and contact information for high level Union official with access to employee list]. Thank you for your cooperation in this matter.

Sincerely,

[Title of Union Officer]