INSERT DATE

INSERT YOUR COMPANY NAME

INSERT YOUR COMPANY ADDRESS

INSERT YOUR TOWN, STATE, ZIP

Dear local authority,

I have read and understand the revised Governor’s Executive Order posted on March 20, 2020. As a manufacturer and/or distributor that supplies the medical and/or national defense industry, we ought to be exempt from this order. Furthermore, the governor’s order is in direct contradiction to the guidance issued on March 19, 2020, by the Cyber-Security and Infrastructure Security Agency (Homeland Security).

The National Association of Manufacturers (NAM) has asked America’s governors to designate ALL “manufacturing facilities, supply chains and their employees as ‘essential infrastructure’ and ‘essential businesses’ to assure clear, consistent and more uniformly aligned guidance to businesses as our nation responds to the COVID19 pandemic.” The Manufacturers’ Association has communicated these requests to Governor Wolf, as well.

We have filed a waiver and are seeking guidance from the Pennsylvania Department of Community and Economic Development. We ask for your understanding as we navigate this complicated process.

We are following all Centers for Disease Control and Prevention, United States Department of Labor, United State Department of Health, and Pennsylvania Department of Health suggestions to maintain a safe workplace.

Please understand that the products we make and distribute are essential in the fight against COVID-19 and to maintain and uphold our health and safety.

Best regards,

INSERT YOUR NAME

INSERT YOUR TITLE