**Note: Letter does not guarantee worker access to a COVID-19 vaccine. Worker eligibility is subject to all applicable state and local laws or regulations governing the distribution of COVID-19 vaccines, which may differ from federal guidance.**

[Company Letterhead]

January 27, 2021

**Justification for Critical Infrastructure Worker Access to COVID-19 Vaccine – FRONTLINE MANUFACTURING WORKER**

To Whom it May Concern:

The bearer of this letter is a frontline manufacturing worker employed by [Company]. [Company] is a [brief description of your company (e.g., rail equipment manufacturing facility)] that provides critical rail supply equipment and services to the nation’s rail network, and it is a part of the nation’s critical infrastructure as defined by 42 U.S.C. § 5195c(e), Presidential Policy Directive 21 (PPD-21) and the United States Department of Transportation.

On December 22, 2020, the Centers for Disease Control Advisory Committee on Immunization Practices (ACIP) released guidance regarding Phase 1b and 1c distribution of the COVID-19 vaccine, which recommended that Phase 1b of the vaccine should be offered to persons aged ≥75 years and non–health care frontline essential workers, including critical manufacturing workers as defined by the Cybersecurity and Infrastructure Security Agency (CISA), a federal agency operating under U.S. Department of Homeland Security oversight.

CISA identifies “critical manufacturing” workers as essential to continued critical infrastructure viability and includes the following categories of workers in this definition:[[1]](#footnote-1)

* Workers necessary for the manufacturing of metals (including steel and aluminum) …
* Workers necessary for the manufacturing of … products and materials … for supply chains associated with transportation [or] building transportation equipment …
* Workers needed to maintain the continuity of these manufacturing functions and associated supply chains, and workers necessary to maintain a manufacturing operation in warm standby.
* Workers manufacturing or providing parts and equipment that enable the maintenance and continued operation of essential businesses and facilities.

Consequently, the bearer of this letter is a [Company] employee who meets one or more of these federal definitions of a critical manufacturing worker.

If you have any question’s regarding this person’s exemption, please contact [NAME] at [CONTACT INFO].

Sincerely,

1. Cybersecurity & Infrastructure Security Agency, “Advisory Memorandum On Ensuring Essential Critical Infrastructure Workers' Ability To Work During The Covid-19 Response,” December 16, 2020 <https://www.cisa.gov/sites/default/files/publications/ECIW_4.0_Guidance_on_Essential_Critical_Infrastructure_Workers_Final3_508_0.pdf> [↑](#footnote-ref-1)