**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 – TRANSPORTATION & LOGISTICS WORKER**

To Whom it May Concern:

The bearer of this letter is a transportation and logistics 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 1c of the vaccine should be offered to essential workers not previously included in Phase 1a or 1b, including “transportation and logistics” 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 “transportation and logistics” workers as essential to continued critical infrastructure viability and includes the following categories of workers in this definition:[[1]](#footnote-1)

* Workers supporting or enabling transportation and logistics functions … including workers that construct, maintain, rehabilitate, and inspect infrastructure …
* Mass transit workers providing critical transit services and performing critical or routine maintenance to mass transit infrastructure or equipment.
* Vehicle repair, maintenance, and transportation equipment manufacturing and distribution facilities.
* Workers who supply equipment and materials for maintenance of transportation equipment.
* Workers who repair and maintain vehicles … rail equipment … and the equipment and infrastructure that enables operations that encompass movement of cargo and passengers.
* Workers critical to the manufacturing, distribution, sales, rental, leasing, repair, and maintenance of vehicles and other equipment (including electric vehicle charging stations) and the supply chains that enable these operations to facilitate continuity of travel-related operations for essential workers.

Consequently, the bearer of this letter is a [Company] employee who meets one or more of these federal definitions of a transportation and logistics 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)