(Company Letterhead)

To Whom it May Concern:

The individual in possession of this letter and identified by their accompanying

identification card is transiting, responding to, or providing a critical product or service

on behalf of (Company Name) and has been designated by the appropriate

authorities as an essential employee.

(Company Name) designs, installs, and services life-safety and physical

security systems to include fire alarm, video surveillance, access control, intrusion,

robbery and Personal Emergency Response Systems. (Company Name) utilizes the services of a UL-listed alarm monitoring center.

As per the “Essential Critical Infrastructure Workers” notice of the U.S. Department of

Homeland Security’s Cybersecurity & Infrastructure Security Agency (CISA),

(Company Name) technicians and supply chain vendors are designated as

essential critical infrastructure workers who ensure the continuity of building functions

and provide security staff to maintain building access control and physical security

measures. In addition, other essential workers are included at (Company Name) operations centers as necessary to maintain other essential building functions.

Please allow this individual to proceed unencumbered for the duration of this event.

You may contact (Name) at (Company Name) at (Phone Number)with

any questions or concerns related to this emergency access request.

Sincerely,

(Name)  
(Title)

(License Number)