[Date]

[Dear Mr. President, Governors, Mayors or other local elected officials:]

We recognize and appreciate the aggressive steps that are being taken to respond to the threats of the COVID-19 pandemic. As measures intensify to contain the virus, it is imperative that they do not fundamentally impede or otherwise threaten the supply of critical life-saving products.

Our company, [List Company Name], manufactures products and materials vital to ensuring public health and safety during this pandemic. We produce [insert company-specific information about materials produced, downstream markets and products served, and the public benefits of those materials and products].

The specialty chemicals we produce are fundamental to protecting the public health of Americans. **It is therefore essential that our facilities are allowed to continue to operate and provide essential materials during this crisis.** We urge you to consider designating chemical manufacturing as essential commercial activity and exempt our business from any operating restrictions.

To continue to meet demand, our supply chains must continue to operate uninterrupted and our facilities must stay online. The operation of chemical plants cannot be done remotely. Ultimately if our plants did shutdown, essential personnel would still be needed to support site security, public safety, and to ensure our chemical materials, processes, and equipment remain stable while idle. For these reasons, the U.S. Department of Homeland Security has issued [guidance](https://www.cisa.gov/sites/default/files/publications/CISA-Guidance-on-Essential-Critical-Infrastructure-Workers-1-20-508c.pdf) designating our industry sector as “critical infrastructure”, recognizing our importance in this time of crisis.

We are applying aggressive measures to prevent the spread of infection at our facilities while maintaining or expanding production to meet increasing demand. We ask that our facilities and workforce continue to operate uninterrupted so that we may provide the strongest possible support to the American public.

Sincerely,

[List Company Name]