



MEMORANDUM

TO: FPSA Members

FROM: Matt Malott, FPSA Chairman
David Seckman, FPSA CEO

RE: Employee Authorization Letter for Vaccine in Phase 1b

DATE: January 25, 2021

We know how important it is that your critical employees receive COVID-19 vaccinations as soon as possible so that they can service your customers as they continue to feed the supply chain. As such, you may want to consider using the below letter (printed on your letterhead) for submission to your local, county, state officials, or to local health care providers, that could possibly assist in receiving the COVID-19 vaccination in Phase 1b because the individual is a **frontline essential worker**. Please note that because eligibility varies from location to location, you should check with your local public health officials and/or your legal counsel before using this letter.

"DRAFT" Employee Authorization for Vaccine in Phase 1b

To Whom It May Concern:

The individual in possession of this letter works in the Food and Agriculture industry, and is required to perform his or her job duties within close proximity of other workers or the public. For the reasons explained before, this individual is eligible to receive the COVID-19 vaccination in Phase 1b because the individual is a **frontline essential worker**.

According to the CDC's Advisory Committee On Immunizations (ACIP), **frontline essential workers** are those workers who perform duties across critical infrastructure sectors and who maintain the services and functions that U.S. residents depend on daily and who are likely to be at highest risk for work-related exposure to COVID-19 because their duties must be performed on-site and involve being in close proximity – within 6 feet – of other workers or the public.

In determining which workers would be considered **frontline essential workers** for purposes of receiving the COVID-19 vaccination, ACIP relied on guidance from the Cybersecurity and Infrastructure Security Agency (CISA) of the U.S. Department of Homeland Security.

Importantly, food and agricultural workers are specifically included in the ACIP list of frontline essential workers for Phase 1b COVID-19 vaccine eligibility.

It is our understanding that the vast majority of state and local public health authorities are using the phases recommended by ACIP to determine eligibility for receipt of vaccine.

We ask that you allow this individual to receive the COVID-19 vaccination to allow for the continued and uninterrupted operation of food production, transportation, distribution, and retail operations and their supporting services.

If you have any questions concerning this letter, please contact *[insert name, title, e-mail and phone number]*.

[signature]