

[Optional: Insert Farm or Operation Letterhead]

March 23, 2020

To Whom it May Concern:

I am a worker in the **agriculture** industry. Pursuant to Section (3)e of the New Mexico Public Health Order ("PHO"), amended March 23, 2020, "farms, ranches, and other food cultivation, processing or packaging operations" are considered an "essential business." Essential businesses are exempt from the stay at home and 100% workforce reduction directives contained within this PHO.

Travel between farm and ranch operations, supply stores, and other businesses and operations is necessary ensure the continued provision of a safe and affordable supply of food, fiber, and fuel and during the COVID-19 pandemic. Therefore, consistent with the PHO you should not interfere with my performance of these activities.

Rest assured, as an essential business we acknowledge our responsibility to follow good hygiene and **social distancing** as we go about our work, including taking all necessary steps to observe the following practices:

- maintaining at least a six-foot distance from other individuals,
- avoiding person-to-person contact,
- washing hands with soap and water for at least twenty seconds as frequently as possible or using hand sanitizer,
- covering coughs or sneezes (into the sleeve or elbow, not hands),
- regularly cleaning high-touch surfaces, and
- not shaking hands

Members of our operation who are experiencing symptoms of COVID-19 or have a family member experiencing symptoms of COVID-19 have been directed to remain at home.

The details for my operation and/or place of work are below:

Bearer Name: \_\_\_\_\_ Title/Position: \_\_\_\_\_ Operation: \_\_\_\_\_

Please contact \_\_\_\_\_ at this phone number \_\_\_\_\_ if you have any questions or concerns.

Thank you for your service, and please be safe.

[Insert signature of person with authority to bind the organization, including their title/position]