

March 23, 2020

Governor XXX
Street Address
City, State, Zip Code

Re: Printing Is An Essential Business

Dear Governor:

I am writing to request that printing and related support activities, NAICS 323, be designated as an essential business, which would allow operations at these businesses to continue. Printing is an essential link in the manufacturing, food production, and medical delivery industries and a certain level of printing is critical in supporting those industries typically classified as “Life Sustaining” or “Essential”.

Printing is the invisible backbone of every industry. Without Print, key essentials to life such as clear and concise communication regarding food packaging & pharmaceuticals, labels and tags for medical supplies, signage, etc. will come to a screeching halt. Many lifesaving and life supporting goods will be prevented from reaching end users who need these items to not only combat COVID-19 on the front lines but for most of the population to remain healthy and/or recover as well.

Printing firms perform activities that are crucial to the efforts to end the Coronavirus pandemic. The following are real time activities that our **(Name of State)**, printers are engaged in, right now:

- Printing of materials to support the medical industry such as packaging (e.g., labels, cartons, instructions) for pharmaceuticals/over the counter medication, cleaning products and disinfectants, hand sanitizers, equipment instructions (e.g., respirators), prescription pads, etc.
- Printing of components that are used in medical diagnostic and life sustaining equipment.
- Printing of instructions and training materials for medical diagnostic and life sustaining equipment.
- Uniforms and other clothing for first responders and health care providers.
- Printing and production of food packaging, labels, tags, etc.
- Envelopes for mailing information to consumers, first responders, medical community, etc.
- Printing communications including newspapers, newsletters, bulletins etc. which provide information and guidance on coronavirus.
- Printing of Health and Safety information for a variety of agencies delivering vital first responder and health care services.
- Printing to support the distribution of banking, insurance, and financial information
- Printing in support of elections, ballots, and civic undertakings
- Printing to support businesses who are required to inform clients of certain actions in a limited time frame
- Printing of signage to alert the public to important announcements, changes, and directions such as those for testing areas.
- Printing to support the marketing efforts of struggling companies that are required to curtail activities.
- Printing to advise consumers where products can be obtained.

- Support documents for medical and dental practices
- Printing of cancellation notices for non-profits and other organizations
- Printing of COVID information pertaining to farm employment
- Printing of mailings to Medicare recipients
- Printing of material for the United States Government Printing Office

Many of these business functions are classified as Critical Manufacturing under the Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA) list of essential [businesses](#). The list of critical manufacturing businesses includes those companies that part of the supply chain for them and printing clearly is in the supply chain.

In addition, the United States Postal Service (USPS) announced on March 22, 2020 that the Postal System is "designated an essential function under federal law during times of emergency" and cited that, in order for the USPS to perform its duties, "the mailing and printing industry support essential government services". The Postal Service considers that the continued operations of the mailing and printing industry in enabling the delivery of critical mail and packages is vital to the Postal Service's continued performance of its essential functions. The full letter is attached.

There are additional areas where printing is essential during this crisis. If you determine printing is not an essential or life supporting business by enacting a Cease of Operations for all Non-Essential or Life Sustaining operations in **(Name of State)**, you will essentially cripple a variety of Essential and Life Sustaining industries by eliminating overnight their sources of components, communication, packaging and support.

Additionally, the devastating economic impact of thousands of **(Name of State)** jobs lost and neighboring competitors being allowed to continue operations will provide opportunities for **(Name of State)** printing operations to essentially lose their client base overnight.

In your designation of essential businesses, we request that you follow the model that has been used by Pennsylvania, Delaware, and New Jersey. These states specifically identified printing and related support activities as an essential or life sustaining industry. Here are the links to the documents:

- For DE see - <https://coronavirus.delaware.gov/wp-content/uploads/sites/177/2020/03/Delaware-list-of-essential-and-nonessential-businesses-March-22-2020.pdf>
- For New Jersey see Executive Order 107 - <https://faq.business.nj.gov/en/articles/3799035-how-do-executive-orders-no-107-and-108-on-closures-and-social-distancing-affect-my-business>
- For Pennsylvania see the list of life sustaining businesses - <https://www.scribd.com/document/452553026/UPDATED-5-45pm-March-21-2020-Industry-Operation-Guidance>

We cannot stress enough the importance of maintaining PRINT as essential to keeping citizens safe and fighting this pandemic. This is especially true for the elderly who are the most vulnerable to Coronavirus who generally do not have regular internet access and need timely and accurate information. **Print is the backbone of all Essential and Life supporting industries.**

Respectfully,

Name

Title

Association

Street Address

City, State Zip Code

Phone number

Email address