Date:

From:

Re: Authorization and Verification of Essential Personnel

This letter certifies that the person in possession is a designated essential employee of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the golf course grounds maintenance department. Golf course maintenance is considered an essential service to maintain, falling under the sections of the Governor’s list (Outlined below).

As such, the letter-holder is exempt from the Stay-at-Home order while travelling to and from work.

All work will be carried out according to all necessary Covid19 precautionary guidelines, advisories and recommendations by the CDC. A list of these precautions from the Philadelphia chapter of the Golf Course Superintendents Association of America is included below.

If you require further validation of the letter holder’s essential employment, please contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sincerely,

**Applicable section of Governor Wolf’s list of essential services:**

Landscape Services as of March 20, 2020, 4:00 pm. Based on the Governor's list which appears to fall in line with NAICS codes, Landscape Services falls into the following category (page 4 of the Governor's List):

1)Professional and Business Services

a)Admin and Support Services

 i)Services to Buildings and Dwellings

This category is deemed ESSENTIAL and here is that definition -

Sector 56 -- Administrative and Support and Waste Management and Remediation Services

5617 Services to Buildings and Dwellings

This industry group comprises establishments primarily engaged in one of the following: (1) exterminating and pest control services; (2) janitorial services; (3) landscaping services; (4) carpet and upholstery cleaning services; or (5) other services to buildings and dwellings.

561730 Landscaping Services

This industry comprises: (1) establishments primarily engaged in providing landscape care and maintenance services and/or installing trees, shrubs, plants, lawns, or gardens and (2) establishments primarily engaged in providing these services along with the design of landscape plans and/or the construction (i.e., installation) of walkways, retaining walls, decks, fences, ponds, and similar structures.

**Philadelphia Association of Golf Course Superintendents (PAGCS) recommendations for employee safety due to Covid19.**

The golf industry is proactively implementing all necessary precautions at golf facilities

* The golf industry is taking all necessary precautions to keep maintenance staff safe by taking into account all health advisories and recommendations by the CDC.
* To emphasize safety, Golf Course Superintendents have proactively adjusted maintenance practices in many ways, including but not limited to:
  + Increasing communication with owners, management, and staff regarding altered golf course management practices
  + Taking temperature of staff members as they arrive
  + Staggering of staff starting times to reduce employee contact points
  + Keeping 6 ft social distancing at all times throughout the day
  + Eliminating time clocks or assigning one individual the responsibility of punching employees in/out to reduce touch points
  + Increased sanitizing of all workspaces and bathrooms
  + Mandatory wearing of gloves at all times
  + No sharing of utility vehicles
  + Sanitizing all hand tools
* The following QR link can be used as a resource for more information.

**A screenshot of a cell phone

Description automatically generated**