

[DATE]

Re: On-Site Critical Infrastructure Verification Letter for Employees of [BANK]

To Whom It May Concern:

This letter serves as verification that the individual possessing this letter is an on-site, critical infrastructure employee or contractor of [BANK] under the Department of the Treasury Memorandum issued March 22, 2020.

This individual has been designated by [BANK] as part of the 'Essential Critical Infrastructure Workforce' defined below and found in the Treasury Memorandum.

*The Essential Critical Infrastructure Workforce for the financial services sector includes workers who are needed to process and maintain systems for processing financial transactions and services, such as payment, clearing and settlement services, wholesale funding, insurance services, and capital markets activities; to provide consumer access to banking and lending services, including ATMs, movement of currency (e.g. armored cash carriers); support financial operations, such as those staffing data and security operations centers; and, key third party providers who deliver core services. These individuals are critical to maintaining safe and efficient financial services and ensuring citizens have access to these services that are necessary to conduct their daily lives.*

To confirm the identity of the holder of this letter, you may contact [BANK] by phone at XXX.XXX.XXXX.

Sincerely,

NAME

TITLE

CONTACT