



Dear AASA Members,

Many of our members are facing disruptions to their business due to “shelter-in-place” orders from states, disruptions that go against the recommendations of Homeland Security.

Please find below some key information to help you understand and navigate the situation and take steps to keep appropriate facilities open.

#### Yes, We Are Essential

- Homeland Security has identified auto repair as essential.
  - We need functioning vehicles to take workers to hospitals and goods to grocery stores.
  - Homeland Security, however, only issues recommendations to states. States and localities are currently responsible for this decision-making.
- In addition, we have also been identified by Homeland security as critical manufacturing [HERE](#).
- We think this logically extends to suppliers’ warehouse/distribution and fulfillment. The analogy is that we are like farmers – no point in keeping grocery stores open if they cannot be supplied.
- If you have questions on the critical list, the contact is: [CISA.CAT@cisa.dhs.gov](mailto:CISA.CAT@cisa.dhs.gov).

#### What Your Supplier Association Has Been Doing to Fight for Members

- Earlier this week, we organized a coalition and then sent a letter to the governors and mayors that vehicle repair should be considered essential, which seemed to be effective.

- We reached out to the governors association, the lieutenant governors association, and directly to the governors office in the “stay-at-home” states so they were informed that our industry has been identified as essential so that they would act accordingly. Most have, with some confusion in implementation in various states.
- We are seeking clarification on identification of distribution and fulfillment for critical industries as essential.
- **We are submitting a letter to President Trump and Vice President Pence to strongly encourage the federal government to mandate essential businesses like ours, so we do not continue to have the statewide patchwork and confusion.**
- We are also working with our Mexican counterparts to write a letter to encourage the Mexican government to take appropriate steps on both the virus and on essential businesses so our supply chain in Mexico is protected.

#### What You Can Do

- The Administration has directed us to tell members to reach out to governors directly if they are having problems with business restrictions.
  - In most cases we have heard they have been responsive, though they appear overwhelmed.
- **Please review [this document](#) for key information on business restrictions and contacts at state government to request business continuation for the states that have issued “stay-at-home” orders.**
  - To help members be ahead of the curve, we are gathering contacts for the remaining states and will post on our website.

#### What Else to Do When Your Facility is Deemed Essential

- If your facility is designated as “essential” and allowed to stay open, how do you protect your employees from being stopped by police or other officials?
  - a. First, make sure each of your employees has a copy of the official state designation.
  - b. Second, provide employees with a personalized letter indicating that this person is working at an “essential” business. Make sure the

information on the letter reflects the name and address employees have on their individual drivers' license.

- c. Third, counsel your employees to stay calm and provide them with a phone number at your facility if any questions should arise.
- We have created a discussion group on LinkedIn, [AASA COVID-19 Forum](#), where you can post appropriate information on your experiences and advice to other suppliers.

Bottom line, this country and our economy need appropriate aftermarket facilities, and jobs, to continue in a responsible manner.

Stay safe. We continue to fight hard for our industry and the supplier community in these challenging circumstances.

Regards,  
Paul and Ann

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