Wednesday, 25 March 2020

To whom it may concern

**South Australian Essential Traveller – Mining, Oil & Gas Sector**

Further to the *Cross Border Travel Direction 2020* issued on 22 March 2020 by the State Coordinator pursuant to section 23 of the *South Australian Emergency Management Act 2004*, this letter issued by «Company\_Name» confirms that «Personnel\_First\_Name» «Personnel\_Last\_Name» is an Essential Traveller in accordance with exemptions set out in the *Cross Border Travel Direction 2020*.

In accordance with the section 5, Schedule 1 of the *Cross Border Travel Direction 2020* «Personnel\_First\_Name» «Personnel\_Last\_Name» is essential to operations, must undertake time-critical work and must work on-site to conduct «Defined\_Activity» at «Company\_Facility».

They will be travelling to this facility on «Date\_of\_Travel\_to» and from this facility on «Date\_of\_Travel\_Return».

All personnel undertaking essential travel have been instructed to travel via the most direct route to and from «Company\_Facility».

All «Company\_Name» personnel undertaking essential travel have been instructed that they must fully comply with our COVID-19 management protocols as a mandatory precondition for exemption.

Should further clarification of «Personnel\_First\_Name» «Personnel\_Last\_Name»’s Essential Traveller status be required, please contact «Company\_Contact\_Person» on «Company\_Contact\_Person\_Tel».

Yours sincerely

«Company\_Representative»

«Role»