



Memorandum for Immediate Release

March 20, 2020

Subject: Defense Industrial Base (DIB) Essential Critical Infrastructure Workforce

Valued Suppliers,

Due to Vigor's role as a producer of materials and products necessary for transportation, energy, infrastructure, and national defense, Vigor is part of the Critical Manufacturing Sector and the Defense Industrial Base, as established in the attached guidance issued by the Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA) on March 19, 2020. In accordance with CISA's guidance, workers employed by Vigor are considered part of the Essential Critical Infrastructure Workforce. Consistent with guidance issued by the President of the United States, those who work in a critical infrastructure industry have a responsibility to maintain normal working schedules.

You are receiving this memorandum because the products and/or services you furnish to Vigor are used in connection with Vigor's performance of one or more of its Critical Manufacturing Sector or Defense Industrial Base contracts. Pursuant to CISA's guidance, personnel working for subcontractors in the Defense Industrial Base are considered part of the Essential Critical Infrastructure Workforce, as are necessary workers in the Critical Manufacturing Sector. According to the attached memorandum issued on March 20, 2020, by the U.S. Under Secretary of Defense, companies aligned with the Essential Critical Infrastructure Workforce definition are expected to maintain their normal work schedules.

Vigor wishes to echo the advice of the U.S. Under Secretary of Defense in urging everyone to follow guidance from the Centers for Disease Control and Prevention, as well as State and local government officials, regarding strategies to limit disease spread. This memorandum is for information only, however, and in no way constitutes a change or alteration to any contract that your company may have with Vigor. Any such contract remains subject to its terms, including all obligations of timely performance and notice of any delay.

If you have questions or concerns regarding this information, please reach out to Kevin Kuper via e-mail [Kevin.Kuper@vigor.net](mailto:Kevin.Kuper@vigor.net), or the site specific Supply Chain Manager:

- Tara Howe - [Tara.Howe@vigor.net](mailto:Tara.Howe@vigor.net) for Ship Repair sites: Seattle, Portland, Hawaii, Ketchikan, Port Angeles, and Everett.
- Steven White - [Steven.White@vigor.net](mailto:Steven.White@vigor.net) for Fabrication sites: Vancouver, Clackamas, Ft. Greely.

We appreciate your continued support and understanding during this tumultuous time.



ACQUISITION  
AND SUSTAINMENT

## THE UNDER SECRETARY OF DEFENSE

3010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3000

MAR 20 2020

### MEMORANDUM FOR DEFENSE INDUSTRIAL BASE

SUBJECT: Defense Industrial Base Essential Critical Infrastructure Workforce

The Defense Industrial Base (DIB) is identified as a Critical Infrastructure Sector by the Department of Homeland Security. The DIB sector is defined as the worldwide industrial complex that enables research and development as well as design, production, delivery, and maintenance of military weapons systems/software systems, subsystems, and components or parts, as well as purchased services to meet U.S. Military requirements. The attached Department of Homeland Security memorandum dated March 19, 2020, identifies the essential critical infrastructure workers during COVID-19 response emergency, and provides guidance to State and local officials as they work to protect their communities while ensuring continuity of functions critical to public health and safety as well as economic and national security.

Consistent with the President's guidelines: *"If you work in a critical infrastructure industry, as defined by the Department of Homeland Security, you have a special responsibility to maintain your normal work schedule."* The Essential Critical Infrastructure Workforce for the DIB includes workers who support the essential products and services required to meet national security commitments to the Federal Government and the U.S. Military. These individuals, include, but are not limited to, aerospace; mechanical and software engineers; manufacturing/production workers; IT support; security staff; security personnel; intelligence support, aircraft and weapon systems mechanics and maintainers; suppliers of medical supplies and pharmaceuticals, and critical transportation. These include personnel working for companies, and their subcontractors, who perform under contract to the Department of Defense providing materials and services to the Department of Defense and government-owned/contractor-operated and government-owned/government-operated facilities.

Companies aligned with the essential critical infrastructure workforce definition are expected to maintain their normal work schedules. Everyone should follow guidance from the Centers for Disease Control and Prevention as well as State and local government officials regarding strategies to limit disease spread. If your contract or subcontract supports the development, production, testing, fielding, or sustainment of our weapon systems/software systems, or the infrastructure to support those activities, are considered Essential Critical Infrastructure. If your efforts support manning, training, equipping, deploying, or supporting our military forces, your work is considered Essential Critical Infrastructure. If you are performing such tasks as providing office supplies, recreational support, or lawn care, they are not considered part of the Essential Critical Infrastructure Workforce. We will continue to assess the conditions as the COVID-19 situation evolves.

We need your support and dedication in these trying times to ensure the security of this Nation. I understand that this national emergency presents a challenge and we are dedicated to working closely with you to ensure the safety of the workforce and accomplishments of the national security mission.

A handwritten signature in black ink, appearing to read "Ellen M. Lord". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Ellen M. Lord

**Attachments:**

As stated