



STATE OF
COLORADO

Instructions for Critical Business Self-Certification

Executive Order D 2020 017 "Ordering Coloradans To Stay at Home Due to the Presence of COVID-19 in the State," and the corresponding Public Health Order 20-24 Amended Public Health Order 20-24 Implementing Stay at Home Requirements (PHO 20-24) exempt critical businesses. Please see PHO 20- 24 for the complete and current list of authorized businesses that are exempt.

Employers should find ways to allow employees to work from home as much as possible. State-wide compliance with Social Distancing Requirements is critical to prevent exponential spread of COVID-19. Employers should not take advantage of critical business functions to exempt more employees than are absolutely necessary to perform the critical operations needed for our State.

Accordingly, if a business can demonstrate that it is a critical business according to criteria in the Order, then it is exempt, subject to certain limitations, from PHO 20-24. Employees of critical businesses may have a special responsibility to maintain their work schedule and can be permitted to perform the essential functions of the business as certified by their leadership. Therefore, travel to and from a critical business is also exempt from PHO 20-24. Drivers and employees of critical businesses can use this document and any supporting documentation to declare that they are employed by a critical business and are certified to be engaged in an essential function or service. Travel necessary to perform minimum basic operations of a business is also exempt.

Please know that the attached list identifies workers who conduct a range of operations and services that are essential to continue critical business viability, including but not limited to; staffing operations centers, maintaining and repairing critical infrastructure, operating call centers, and performing management functions, among others. The industries they support represent, but are not necessarily limited to; health care operations, critical infrastructure, critical manufacturing, critical retail, critical services, news media, financial institutions, providers of basic necessities to economically disadvantaged populations, construction, defense, critical services necessary to maintain the safety, sanitation and critical operations of residences or other critical businesses, vendors that provide critical services or products including logistics and technology support, and child care services.

As local communities consider COVID-19-related restrictions, the State of Colorado is offering this document to help identify businesses and employees who support critical infrastructure sectors and the critical flow and transportation of goods and services.

In addition, these identified sectors and the employees within these sectors, are examples of critical functions that should continue during the COVID-19 response. Local officials should use their own judgment and authority for implementation and guidance. Similarly, critical infrastructure industry partners will use their own judgment, informed by this list, to ensure continued operations of critical infrastructure services and functions. All decisions should appropriately balance public safety while ensuring the continued delivery of critical infrastructure services and functions.

It is important to note, this document is voluntary and not a requirement of any state order and merely created to assist both critical businesses and law enforcement to comply with public health orders. Therefore, the lack of this document does not imply non-compliance with any state order. At the same time, because it is a self-certification, the mere presence of the document does not imply compliance either. The letter in no way intends to provide relief for moving violations or safety violations.

Transportation Related to the Operation of Critical Business Self-Certification

Business Name: Shared Touch, Inc.
Business Address: 14231 East 4th Ave 1-101, Aurora CO 80011
Business Owner: Carolyn Shockley
Name of person completing this form: Patrica Tapia
Title of person completing this form: Human Resource Director
Contact information: 303-261-1110

Critical businesses and critical government functions, as defined below, are exempted from PHO 20-24. All critical businesses are encouraged to remain open. Critical businesses must comply with social distancing requirements.

Critical Business - Any business, including any for-profit or non-profit, regardless of its corporate structure, engaged in any of the commercial, manufacturing, or service activities listed below, may continue to operate as normal. Critical Businesses must comply with the guidance and directives for maintaining a clean and safe work environment issued by the CDPHE and any applicable local health department. Critical Businesses must comply with Social Distancing Requirements and all PHOs currently in effect to the greatest extent possible and will be held accountable for doing so. Critical Businesses do NOT include health clubs as defined in C.R.S. § 6-1-102(4.6), fitness and exercise gyms, and similar facilities, or any of the other businesses required to close by PHO 20-22.

Check the critical business function that your business performs:

- Health Care Operations
- Critical Infrastructure
- Critical Manufacturing
- Critical Retail
- Critical Services
- News Media
- Financial Institutions
- Providers of Basic Necessities to Economically Disadvantaged Populations
- Construction
- Defense
- Critical Services Necessary to Maintain the Safety, Sanitation and Critical Operations of Residences or Other Critical Businesses
- Vendors that Provide Critical Services or Products, Including Logistics and Technology Support, Child Care and Services

Nature of the Business: Shared Touch, Inc.

Signature 