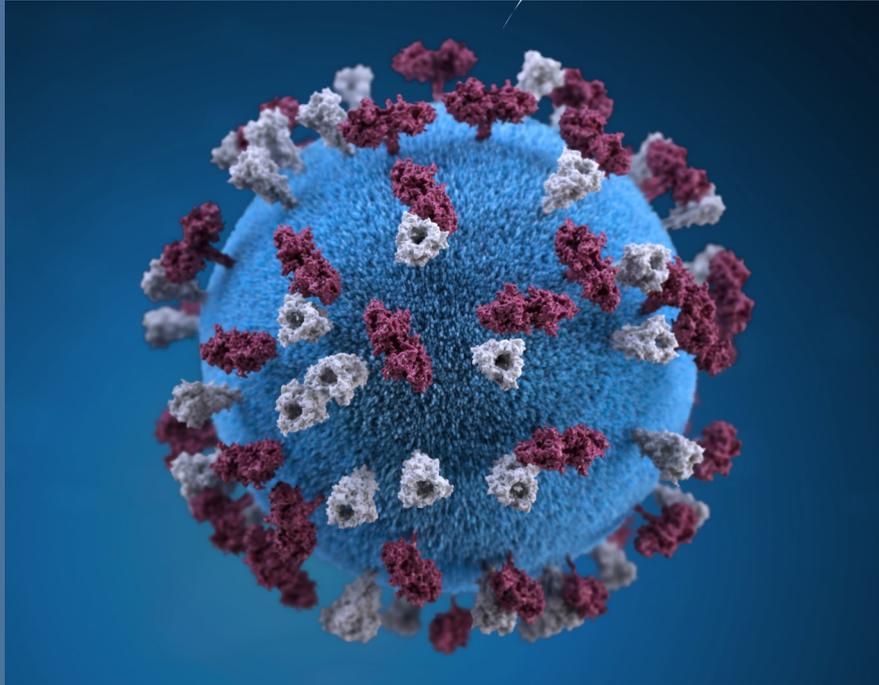




# Bayne Law

Dedication | Diligence | Commitment

## Essential Business Assessment Strategy



**COVID-19 ALERT UPDATE**  
**Essential Business Assessment**  
**Governmental Essential Business Certification**

**Business Counsel for the Global Marketplace®**

## Cybersecurity and Infrastructure Security Agency (“CISA”) Advisory Guidance

### Essential Business Sectors/Critical Infrastructure Workers

Food & Agriculture	Public Health	Communications	Critical Manufacturing
Health Care / Life Sciences	Defense Industrial Base	Emergency Services	Energy
Financial Services	Chemical	Government Facilities	Dams
Information Technology	Nuclear Reactors	Materials & Waste	Transportation Systems
Water & Wastewater Systems	<b>Commercial Facilities</b> <ul style="list-style-type: none"> <li>• Building Materials/Hardware</li> <li>• E-commerce</li> <li>• Heating/Cooling Systems</li> </ul>	<b>Residential / Shelter Facilities &amp; Services</b> <ul style="list-style-type: none"> <li>• Housing Construction</li> </ul>	Hygiene Products & Services

State governments may define “essential” differently.

If you are uncertain about whether your business is “essential” in a state, you may be able to apply for designation as an “essential” business.

Every business needs to protect its employees and customers.

Mandatory self-distancing applies whenever practicable.





## **PROACTIVELY PREPARE FOR LIABILITY CLAIMS**

Preparation of necessary evidence may include the following:

**Annual Financial Statements**

**Federal & State Annual Tax Returns**

**Monthly Profit & Loss Statements**

**Budgets, Forecasts, or Projections**

**Monthly Bank Statements**

**Inventory Reports**

**Payroll Records**

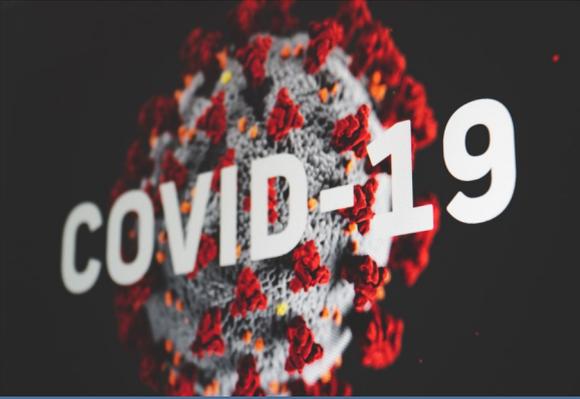
**Invoices & Purchase Orders**

**General Ledger Accounts re Covid-19 Losses**

**Documentation for Extra Covid-19 Expenses**



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# COVID-19

## AMERICAN BUSINESS LAWYERS

### Our Commitment

BayneLaw is working diligently with our clients to help address all legal issues facing our valued clients during this crisis with respect to contract concerns, employment and labor law compliance and strategies, and other commercial matters impacted by the current economic effects of Covid-19 in the USA and globally. Please do not hesitate to let us know at any time of any issues we can help you with.

### Domestic and International Attorneys

The Bayne Law Group is a sophisticated boutique law firm serving local, national and international clients from several offices in the New York metropolitan area, Princeton, and Philadelphia.

### A Global Focus from the USA

Our clients come to us from throughout the United States of America and countries throughout the world, including Ireland, New Zealand, India, Canada, Australia, China, Europe, the Middle East and South America. We have a detailed understanding of state, federal and international business law, and we know how to effectively serve the interests of athletes, investors, entrepreneurs, professionals, small business owners and multinational enterprises.

*Regulations related to the rapidly evolving COVID-19 pandemic are subject to change. Consult your attorney for guidance specific to your current situation.*

### “Essential” Business Evaluation

- Is your business in one of the CISA-identified critical infrastructure sectors?
- Is your business among applicable state-identified Essential Businesses?
- Where uncertain, consider applying for “Essential” Business Designation.

### “Essential” Business Designation Opportunities

- Businesses may apply for essential designations.
- Businesses may apply for waivers from shutdown orders in certain states.
- Business violate in-person work restriction may be fined, subject to citations, license suspension, and/or criminal penalties.

### What Part of Your Business is “Essential”?

- Maintain your normal work schedule where essential.
- Maximize remote staffing and follow distancing guidelines.
- Follow OSHA guidance for Covid-19 risk mitigation.

### Available Relief

- Consider Federal Paycheck Protection Program bridge loans.
- Consider applying for available State and local assistance programs.
- BayneLaw is tracking SBA and State Development agency programs.

### Applicable Laws In Force

- FLSA, applicable state wage-hour principles, employment contracts, collective bargaining agreements and written employment policies.
- Laws of any state may apply to residents of the state, individuals who work in the state, or both.

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New York 1.212.679.2205

Princeton 1.609.924.4295

[www.baynelaw.com](http://www.baynelaw.com)

[lawfirm@baynelaw.com](mailto:lawfirm@baynelaw.com)