Title

 Name

 [Office of the Prime Minister (*when applicable)*]

 Ministry of Foreign Affairs

 [Country]

 [cc. Attorney General (*when applicable)*]

 Country, \_\_\_\_[March] 2020

**RE: Letter of intention and call for governmental action to support Red Cross Red Crescent preparedness and response efforts for the Coronavirus Disease (COVID-19)**

Your [Excellency],

On behalf of the International Federation of Red Cross and Red Crescent Societies (the “IFRC”), we commend the efforts of your government in responding to the unprecedented challenges faceddue to the COVID-19 pandemic. The IFRC and the \_\_\_Red Cross or Red Crescent wish to reaffirm their full technical, logistical and humanitarian support to address the needs and mitigate the extraordinary threat posed by the pandemic.

In the respect of the Red Cross Red Crescent Movement’s Fundamental Principles and as auxiliary to the public authorities in the humanitarian field, the \_\_\_\_\_\_\_Red Cross or Red Crescent has been engaging with the authorities [Ministry of Health, Civil Protection, Ministry of Interior, EOC] to assist with the implementation of mitigating actions undertaken by the government for the containment of the Coronavirus. In this regard, the recognition of the critical role and responsibilities the \_\_\_\_\_\_Red Cross or Red Crescent is playing to address the humanitarian needs and consequences of the crisis, as well as the benefit of specific legal exceptions in emergency decrees and other extraordinary measures, are critical to allow the \_\_\_\_\_\_Red Cross or Red Crescent to operate, fulfil its humanitarian mission and complement governmental efforts.

As provided in IFRC Constitution and in the ‘Principles and Rules for Red Cross and Red Crescent Humanitarian Assistance’, which were endorsed by 194 States Parties to the Geneva Conventions at the International Conference of Red Cross and Red Crescent in 2015, the IFRC through its [ Regional Office for the Americas/CCST of] supports the \_\_\_\_\_Red Cross/Red Crescent to increase its capacities during this critical time to address the current outbreak and related humanitarian needs and also to prepare to upcoming disasters. Additional human resources, relief items for health professionals, non-medical relief items and equipment (including but not limited to personal protective equipment, sanitations and health supplies) from countries within and outside the region might be needed in the coming weeks and months.

In line with [*when applicable:* the Legal Status Agreement signed between the IFRC and your government on (date)] and the recommendations of the [*Guidelines for the domestic facilitation and regulation of international disaster relief and initial recovery assistance*](http://www.ifrc.org/en/what-we-do/idrl/idrl-guidelines/) (“*IDRL Guidelines”*), adopted by the States Parties to the Geneva Conventions at the 30th International Conference of the Red Cross and Red Crescent in 2007, we kindly requests the authorities of [country] to enable the necessary legal facilities to the IFRC in the preparedness and response phases of COVID-19 and potentially upcoming disasters, including:

* + **Waiver of movement restriction and exemption of quarantine** for IFRC personnel and country-based staff
		- to access communities and crisis-hit areas to conduct their life-saving activities and provide humanitarian support to groups in need
		- to access IFRC [Regional/Country/Cluster] premises such as Country Office and Logistics Warehouses
	+ **Visas on arrival** for IFRC humanitarian personnel
	+ **Priority of landings** for flights carrying humanitarian assistance
	+ **Expedited customs clearance** for the humanitarian relief items, non-relief items and equipment
	+ **Recognition of professional qualification** of IFRC personnel (such as physicians, nurses, paramedics, etc.) nationwide
	+ **Tax and duty exemptions** for humanitarian goods and equipment

As part of our Duty of Care when deploying staff across borders and ensuring that emergency operations “do no harm”, the IFRC strictly follows all internationally recommended protocols to ensure staff safety and avoid importing infections. These safety procedures include closely monitoring the health condition of our staff and disclosure of their recent movement to the Immigration Department at the port of entry aimed at mitigating the risk of local transmission of infections.

We reiterate the commitment and support of the [country] Red Cross/Red Crescent and the IFRC in providing necessary assistance to your government’s preparedness and response efforts to COVID-19. [As such, we would like to kindly request for a meeting in order to discuss how we can best support your country in the preparation and response to disasters].

The IFRC takes this opportunity to renew to [the Ministry of Foreign Affairs] the assurance of its highest consideration.

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[Head of CCST] [RC of \_\_\_\_\_\_\_\_ ]