



Department for Business, Energy & Industrial Strategy

Exemption Guidance: The Health Protection (Coronavirus, International Travel) (England) Regulations 2020

Dear Stakeholder,

As from the 8th June, anyone entering the UK will be subject to a mandatory 14-day quarantine period under the Health Protection (Coronavirus, International Travel) Regulations. There are some limited exemptions to this policy for which some of your workers may qualify. Where you believe your workers may be exempt, we ask that you provide them with a letter to justify their exemption. The worker should ensure they have this on them when entering the UK and throughout their stay in case of spot checks. We have provided a template for this letter in Annexe A, which we would suggest you use.

Although some of your workers may be exempt, we would continue to advise you that all staff should follow the Foreign Office travel advice which can be found here:

<https://www.gov.uk/foreign-travel-advice>

The template must be completed with the individual details for each employee whom it is absolutely necessary to exempt. A generic letter is not acceptable. A clear justification must be provided for why the individual is exempt and we suggest, although it is not mandatory, that you reference the relevant part of the Regulations. We will issue further guidance once the Regulations have been laid that sets out the legal definitions for exempt groups in your sector. We will also provide a link to the full regulations and all exemptions.

If individuals are known to your company then please distribute this letter directly to them. If you are contracting employees through another company, then this guidance and template can be shared with the employer of individuals who will be travelling to the UK for them to complete and distribute to the worker. Contact details should also be provided for your company in case there are any concerns over the validity of the letter.

It is also important that you remind any worker entering the UK that they must abide by government guidance at all times, links to this guidance have been provided below.

Social Distancing – <https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing>

Safer Working – <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

Safer Travelling – <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

Annexe A

*Please insert company
logo / use company
letter headed paper*

*Company Name
Address
City, Postcode
Phone Number*

Date

*Recipient Name
Address
City, Postcode*

Dear *[exempt individual name]*,

Please provide this letter as evidence that you are exempt from reg. 4 of the Health Protection (Coronavirus, International Travel) Regulations requiring a self-isolation period of 14 days.

The purpose of travel to the United Kingdom is *[please provide details of purpose of travel as relevant to exemption, such as details of the essential work to be conducted and the date & locations this will be conducted at]*. This purpose of travel is exempt from reg. 4 as specified in *[please provide the legal reference to the exemption from the Regulations]*.

As your travel is exempt from the mandatory self-isolation period, you may proceed to conduct the activities for which you are exempt once you have entered the United Kingdom. However, you must at all times follow the relevant guidance from Public Health England, including the Safer Working Guidance applicable to any place of work you attend and the Safer Travel Guidance for any essential journeys.

The safer working guidance can be found here: <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

The safer travel guidance can be found here: <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

Enquiries regarding the provision of this exemption can be directed to *[named company contact for exemptions]* at *[provide contact details for named individual]*.

Yours sincerely,

Named company contact