



October 1, 2015

To Whom It May Concern:

As you may be aware, on October 1, 2015, many federal agencies were partially shut down due to a lapse of appropriations. As a result, most of the Department of Labor (DOL) employees are subject to furlough until funding is authorized by Congress which can result in personal hardships. While we do not anticipate this shut down to last longer than 30 days, at this time we cannot confirm when the employees will be returned to work status.

Those employees who face required furlough (i.e. will be in a non-duty/non-pay status) are being sent, through the postal mail, an official notice from DOL documenting the required furlough. This official notification is communicated on DOL letterhead and signed by a DOL designated official. This furlough action may make it difficult for DOL employees to meet their financial obligations. We would appreciate your organization's cooperation in making feasible arrangements with employees in meeting their financial obligations to reduce the impact of this involuntary act.

We want to assure you that this is a temporary situation beyond our employees' control and they will be returned to pay status as soon as possible. This cover letter is intended to be used in conjunction with the mailed formal furlough notification as well as any other employer related identification a creditor may request from the employee to show proof of DOL employment. We hope this letter will help facilitate the process for our DOL employees and we ask that you remain patient and show compassion towards our employees during this time when they may be negatively impacted by the government-wide shut down.

Sincerely,

A handwritten signature in blue ink that reads "Sydney T. Rose".

Sydney T. Rose,
Director, Human Resources Center
U.S. Department of Labor