
NARA Notice 2021-110: Reopening Progression of 10 NARA Facilities

Mon, Mar 29, 2021



To: All Employees

Attention supervisors: If you have employees who do not have access to a computer, please ensure that those employees receive a copy of this notice. This includes employees on LWOP or paid leave.

I am pleased to announce that five NARA facilities have progressed to Phase Two of our [Phased Reopening Plan](#). I have authorized the Phase Two reopening of the San Francisco Archives and Federal Records Center (FRC) in San Bruno, CA; the Dwight D. Eisenhower Presidential Library in Abilene, KS; the National Personnel Records Center in St. Louis, MO; and the FRCs in Dayton, OH, and Kingsridge, OH. All five facilities have demonstrated readiness to progress to Phase Two and have completed at least three consecutive weeks in Phase One, with local public health metrics that satisfy our reopening standard.

An additional five NARA facilities have progressed to Phase One this week. Based on local public health conditions and the readiness of each facility, I have authorized the Phase One reopening of the William J. Clinton Presidential Library in Little Rock, AR; the Herbert Hoover Library in West Branch, IA; the Lyndon B. Johnson Library in Austin, TX; the George W. Bush Library in Dallas, TX; and the Fort Worth, TX, Archives and FRC.

All facilities have met NARA's criteria to progress to the appropriate phase of reopening: local public health conditions support reopening; sufficient staff are available to perform on-site work functions; the facility has sufficient supplies of Personal Protective Equipment (PPE); and procedures are in place for safely performing on-site work functions, as well as cleaning, social distancing, health assessments, and contact tracing.

All facilities are located in counties with local public health metrics below NARA's targets for safe reopening of 200 new cases per 100,000 population and 10 percent positivity over the last 14 days. New case and positivity data for each NARA facility will be posted later today to the ICN COVID-19 Coronavirus Resources page [here](#).

These facilities will progress to Phase One or Phase Two, as appropriate, according to the procedures announced in [NARA Notice 2021-089](#). These facilities will not operate at the full Phase One or Phase Two staffing level before April 5. Staff should not return to the worksite until you are contacted by your supervisor and have scheduled your return.

Please take care of yourselves and each other. If you need support or assistance coping with the stress of the pandemic, please take advantage of the Employee Assistance Program (EAP). EAP services are free, confidential, and available to all NARA employees, supervisors, and family members. EAP counselors are available 24 hours a day, seven days a week, by telephone 24/7 at 1-800-222-0364 (TTY 1-888-262-7848) or online at www.FOH4YOU.com. EAP information can also be found at the NARA@work EAP page.

Today's announcement brings us to 31 facilities in some stage of reopening. We now have 13 facilities in Phase Two reopening, 18 facilities in Phase One, and only 9 facilities remain closed. We will continue to monitor local public health metrics at all NARA facilities and will reopen or close additional facilities when local conditions require a change in NARA's operating status. We will continue to exercise caution in our reopening decisions and will turn to additional data sources when needed to ensure the safety of our staff.

Thank you for your patience and flexibility as we carefully reopen our facilities and begin to restore our mission functions and operations.

DAVID S. FERRIERO
Archivist of the United States

If you have questions about this notice, contact:

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