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## NARA Notice 2021-144: New Policy on Face Coverings for Fully Vaccinated Persons

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Fri, May 14, 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.

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Effective immediately, fully vaccinated federal employees, fully vaccinated onsite contractors, and fully vaccinated visitors to federal buildings are no longer required to wear face coverings.

Fully vaccinated means it has been at least two weeks since the individual's last dose. All individuals are permitted and encouraged to continue to wear face coverings at their discretion.

Employees, contractors, and visitors will self-identify as being fully vaccinated. Managers, supervisors, and security officers are currently not authorized to ask about vaccination status or request proof of vaccination from staff, contractors, or the public.

This change is being made to implement Administration direction and [updated guidance](#) from the Centers for Disease Control and Prevention (CDC). These changes are consistent with [Executive Order 13991, Protecting the Federal Workforce and Requiring Mask-Wearing](#), and Office of Management and Budget (OMB) [Memorandum M-21-15](#), which require agencies to implement face covering policies that are consistent with CDC guidelines.

All other NARA COVID-19 policies and procedures remain in place. Unvaccinated persons must continue to wear face coverings at all times in federal facilities, except:

- (a) when an individual is alone in an office with floor to ceiling walls and a closed door;
- (b) when an individual is working alone in a records storage space (FRC stack or archival bay); or
- (c) for a limited time when eating or drinking and while maintaining a minimum of six feet of physical distancing from others.

All persons, regardless of vaccination status, must continue to maintain physical distancing in accordance with our procedures. Staff must continue to disinfect common equipment before and after use, regardless of vaccination status. Facility occupancy remains limited to up to 25 percent of normal (pre-COVID-19) occupancy. All staff will continue to quarantine after personal or official business travel, regardless of vaccination status.

Staff who previously volunteered for on-site work (before the change in policy) must be permitted to cancel planned on-site work if they are no longer comfortable doing so under the new policy on face coverings. Staff who cancel on-site work due to the change in policy will revert to telework or weather and safety leave, as appropriate, with no negative consequences.

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](http://www.FOH4YOU.com). EAP information can also be found at the [NARA@work EAP page](#).

Thank you for your patience and cooperation.

MICAH M. CHEATHAM  
Chief of Management and Administration

Attachments:

[NARA Physical Distancing Procedure, dated May 14, 2021](#)

[FRCP Physical Distancing Procedure for Shelving Transfers, dated May 14, 2021](#)

[FRCP Physical Distancing Procedure for Dispositions, dated May 14, 2021](#)

[Research Services Physical Distancing Procedure for Records Moves, dated May 14, 2021](#)

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**If you have questions on this notice, contact:**

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