
NARA Notice 2022-189: August 22, 2022: New COVID-19 Policy Changes

Monday, August 22, 2022



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.

This message communicates new changes in [NARA COVID-19 workplace safety policy and procedures](#). The Centers for Disease Control and Prevention (CDC) has significantly revised their [COVID-19 guidance](#). The White House Safer Federal Workforce Task Force has issued [updated guidance](#) implementing CDC changes. This guidance requires all agencies to stop routine COVID-19 testing and vaccination attestations if those requirements are based on an individual's vaccination status. This guidance also ends the practice of quarantining individuals after a close contact if the individual does not experience COVID-19 symptoms or test positive for COVID-19. An individual who experiences symptoms or tests positive after a close contact must isolate for at least five days and cannot return to the workplace until their symptoms have resolved. Additional changes to guidance are addressed below.

The Safer Federal Workforce Task Force has also released updated [Frequently Asked Questions \(FAQ\)](#) on the nationwide injunction prohibiting enforcement of the vaccine mandate for federal employees. This FAQ is informational only and does not require action by NARA or any employee. We are providing this information for transparency only and this topic is not covered elsewhere in this notice.

The following changes in NARA COVID-19 policy and procedures are effective immediately.

Close contacts

NARA will no longer quarantine employees or contractors who experience a close contact with someone else who has COVID-19. When an individual reports a close contact, they will be required to wear a face covering at all times while in a NARA facility for 10 full calendar days after the close contact. If the individual has not tested positive for COVID-19 in the past 90 days and is required onsite, they must produce a COVID-19 test result at least five days after the close contact. If the test is negative, the employee will continue to work onsite as scheduled and will wear a face covering for the remainder of the 10-day period. If the test is positive, the individual will be placed on isolation according to existing procedures.

Designated Officials will no longer notify facility occupants or the Office of Equal Employment Opportunity (NEEO) when an employee reports a close contact *outside the workplace*. NARA will no longer [track and report](#) on close contacts outside the workplace on the ICN. The Designated Official will continue to report close contacts *inside the workplace* to facility occupants and NEEO, and NARA will continue to include *on-site exposures* in our agency-wide reporting. NARA will no longer prohibit individuals who have had a recent close contact from entering our facilities—as long as they don't have COVID-19 symptoms and haven't tested positive—and we have removed this question from our [daily health assessment](#). An employee who has a close contact may conduct official business travel only for mission-critical travel in the first five whole days after the close contact; NARA will not limit travel for employees after five days after a close contact as long as they do not experience symptoms or receive a positive test result.

Any employee or contractor who experiences symptoms or tests positive after a close contact must isolate for at least five days and cannot return to the workplace until their symptoms have resolved. An employee may telework while on home isolation if they do not experience COVID-19 symptoms. Employees must always use sick leave or other (paid or unpaid)

leave when they experience COVID-19 symptoms during the duty day. Employees who test positive for COVID-19 after working onsite (in the previous 21 days) must report their test result to NARHR@fiscal.treasury.gov to determine whether the employee is eligible to file a claim for workers compensation and report their illness to the Occupational Safety and Health Administration (OSHA).

COVID-19 testing and vaccination attestations

Effective immediately, NARA will no longer require unvaccinated employees to provide weekly COVID-19 test results. Employees are still required to provide a COVID-19 test result after a close contact (if they are needed onsite and have not tested positive in the past 90 days), and may also be required to test before or after travel or in order to access a non-NARA worksite for official business. NARA will reimburse employees for all COVID-19 tests that were required under the previous policy, according to our existing [procedures for COVID-19 testing reimbursement](#). NARA will continue to provide duty time and reimburse employees for the reasonable costs of obtaining any future COVID-19 tests, when required, according to reimbursement procedures for [non-travel testing](#) and [travel-related testing](#).

Effective immediately, NARA will no longer require employees, contractors, or visitors to disclose their vaccination status or present or provide documentation of proof of vaccination. NARA will no longer require on-site contractors or visitors, including researchers, to complete vaccination attestations. The Office of Management and Budget (OMB) form previously used to collect vaccination attestations is discontinued at NARA. Employees and prospective employees will no longer be required to submit documentation of proof of vaccination and will no longer be able to voluntarily submit documentation of proof of boosters or additional doses. All NARA programs and officials must retain records of vaccination attestations, documentation of vaccination, and COVID-19 test results in accordance with System of Records Notices (SORN) [OPM/GOVT-10](#) and General Records Schedule ([GRS](#)) [2-7, Employee Health and Safety Records](#).

Physical distancing

Effective immediately, occupants of NARA facilities are not required to maintain physical distancing in periods of Low COVID-19 community levels. NARA continues to require facility occupants to maintain 6-foot physical distancing, to the extent possible, while in NARA facilities in Medium and High community levels. NARA will continue to restrict occupancy in enclosed spaces and prohibit in-person meetings in High community levels. NARA will continue to limit occupancy in public research rooms regardless of community level. NARA determines community level for each facility using [data provided by the CDC](#) every Thursday evening.

Museum stores, food service and volunteers

Effective immediately, NARA will no longer close agency-operated museum stores, cafeterias, and cafes during High community levels. We already allow museum stores and food service functions to continue to operate in High if they are operated by a Presidential Library Foundation. NARA will no longer restrict volunteers from working onsite based on COVID-19 community levels.

This notice includes updated guidance impacting all NARA COVID-19 Fact Sheets and NARA's Reentry and Post-reentry Plan. New versions of all documents are attached to this notice.

Please continue to respect the personal health choices of your coworkers. Not everyone will be comfortable with removing their face covering or having close contacts just because guidance has changed. When face coverings and physical distancing are required, all facility occupants must comply. When face coverings and physical distancing are not required, all NARA employees, contractors, and visitors must be permitted to make their own decision about whether to wear a face covering or maintain physical distancing without fear of intimidation or harassment.

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](#).

Thank you for your patience and cooperation.

MICAH CHEATHAM
Chief of Management and Administration

Attachments:
[NARA Reentry and Post-Reentry Plan, dated August 22, 2022](#)

COVID-19 Fact Sheet #1, Workplace flexibilities
COVID-19 Fact Sheet #2, Face coverings and physical distancing
COVID-19 Fact Sheet #8, Isolation and post-exposure protocols
COVID-19 Fact Sheet #9, Health screening
COVID-19 Fact Sheet #12, Agency testing program
COVID-19 Fact Sheet #13, Travel

If you have questions about this notice, contact:

Micah Cheatham, Chief of Management and Administration
micah.cheatham@nara.gov
Room: 5200
National Archives at College Park
Phone: 301-837-2992