

# NARA Notice 2024-052: COVID-19 Policy Change

February 12, 2024



## Notice

**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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This message communicates a change in NARA COVID-19 workplace safety procedures.

Effective immediately, NARA will no longer notify facility occupants when there is a potential COVID-19 exposure in their facility. Designated Officials will continue to notify close contacts in the workplace and will report exposures to the national COVID-19 coordination team for tracking. We will continue to monitor on-site exposures so that we can implement additional workplace safety measures, if needed.

This change in procedure reflects our experience with workplace exposures as well as changes in the current public health environment across the United States. We have tracked employee illnesses and on-site exposures at NARA facilities since August 2020; in that time, none of our facilities have experienced enough onsite exposures to warrant any additional safety measures based on on-site exposures alone. Today, there are robust measures in place across the country to prevent and treat COVID-19 illness, and we have well-established post-exposure precautions to protect NARA employees in the workplace.

We will continue to monitor COVID-19 hospital admissions levels for all NARA facilities and share that information with staff. We will continue to adjust our workplace safety protocols--on a facility-by-facility basis--based on local hospital admission levels.

[NARA's COVID-19 Workplace Safety Plan](#) has been updated to include these changes in our COVID-19 workplace safety protocols and is attached. This notice also includes an updated version of [NARA COVID-19 Fact Sheet #8, Isolation and post-exposure protocols](#).

Thank you for your patience and cooperation.

MICAH CHEATHAM

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Chief of Management and Administration

Attachments:

[NARA COVID-19 Workplace Safety Plan](#)

[COVID-19 Fact Sheet #8, Isolation and post-exposure protocols](#)

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

Micah Cheatham, Chief of Management and Administration

[micah.cheatham@nara.gov](mailto:micah.cheatham@nara.gov)

Room: 5200

National Archives at College Park

Phone: 301-837-2992