
NARA Notice 2021-196: Updated COVID-19 Model Safety Principles

Fri, July 30, 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.

Last night, the Safer Federal Workforce Task Force issued [updated model safety principles](#) for all federal agencies. The task force has also provided [Frequently Asked Questions](#) on their website.

The new model safety principles require agencies to request vaccination status information from employees and on-site contractors. Employees and on-site contractors who are not fully vaccinated or who do not disclose their vaccination status will be required to wear face coverings, maintain physical distancing, and submit to weekly or biweekly COVID-19 testing. Public visitors will be required to provide information on their vaccination status, and unvaccinated visitors must maintain distancing, wear face coverings, and provide COVID-19 test results, unless they are visiting to obtain a public service or benefit.

The model safety principles also include the updated face covering requirements we issued in [NARA Notice 2021-193](#). All employees, contractors, and public visitors must wear face coverings at all times while in a federal building located in an area with substantial or high community transmission, regardless of vaccination status. In areas of low or moderate community transmission, individuals who are not fully vaccinated must wear face coverings at all times while in a federal building. Agencies are permitted to provide limited exceptions to this rule. NARA permits employees and contractors who are otherwise required to wear face coverings to remove face coverings when alone in an enclosed office, alone in stack space, or for brief periods when eating or drinking alone, consistent with the updated model safety principles

The new guidance on vaccinations is not effective immediately. The Safer Federal Workforce Task Force has promised to provide agencies with additional implementing guidance next week. In addition, NARA will conduct collective bargaining with the American Federation of Government Employees (AFGE) Council 260 for all NARA bargaining unit employees, update our [Workplace Safety Plan](#) to incorporate the new guidance, and provide staff with advance notice before implementing any changes.

The Administration and NARA leadership continue to urge all NARA employees and contractors to receive the COVID-19 vaccination. Vaccination is a proven, effective means to prevent illness and slow the spread of the COVID-19 virus and its variants. Vaccines save lives, prevent the spread of illness to our neighbors and coworkers, and protect our communities.

All staff should take advantage of the services that NARA makes available through 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 flexibility and patience. We will be providing additional information from the Safer Federal Workforce Task Force and implementing guidance for NARA as soon as we are able.

MICAH M. CHEATHAM
Chief of Management and Administration

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