



Office of the Chief
Acquisition Officer

August 25, 2022

Message from the Chief Acquisition Officer to NARA Contractors on Updated COVID-19 Health and Safety Protocols (Close Contact, COVID-19 Testing, Vaccination Attestation, and Physical Distancing)

As the Chief Acquisition Officer, I am reaching out to all contractors who have employees working in NARA facilities. I want to make sure you are aware of the National Archives and Records Administration's (NARA) updated policies written to protect the health and safety of staff, contractors, and visitors in the NARA workplace.

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 federal 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.

Close contacts

Effective immediately, NARA will no longer quarantine employees or contractors who experience a close contact with someone 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 individual 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. 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. 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.

COVID-19 testing and vaccination attestations

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. NARA has discontinued use of the Office of Management and Budget (OMB) form previously used to collect vaccination attestations.

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 the community level for each facility using data provided by the CDC.

The Centers for Disease Control and Prevention (CDC) COVID-19 website remains the authoritative sources for facts about how to protect yourself and your family from COVID-19, and how to recognize symptoms of the virus. The site is frequently updated with virus guidance and provides updated travel advisories. It is wise to review the CDC website regularly for updated guidance at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>. For updated COVID-19 Guidance for Federal contractors, you are reminded to visit the Safer Federal Workforce Task Force website at <https://www.saferfederalworkforce.gov/contractors/>.

We appreciate your dedication to the NARA mission. As we confront COVID-19 together, keeping these health and safety protocols in mind can help make all of us safer. If you have any questions, please contact your Contracting Officer or Contract Specialist.

Thank you for your cooperation and continued support!

La Verne A. Fields

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