



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF FINANCE AND OPERATIONS

DATE: April 1, 2022

TO: Department of Education Contractors

FROM: Phillip R. Juengst
Deputy Assistant Secretary for Acquisition and Grants Administration
Senior Procurement Executive

SUBJECT: COVID-19 Entry Procedures for On-Site Contractors Reporting to Department of Education Facilities

This is a follow-up to the memoranda I issued on September 17, 2021 and November 21, 2021, regarding the Department of Education's (Department) COVID-19 safety protocols for Federal contractors.

The Department continues to update its current operating procedures in response to the President's [Path Out of the Pandemic: COVID-19 Action Plan](#), the Executive Order on [Ensuring Adequate COVID Safety Protocols for Federal Contractors](#), and the Safer Workforce Task Force's guidance concerning [COVID-19 Workplace Safety](#).

In accordance with the most recent updates to the Safer Workforce Task Force guidance concerning on-site contractor employees and Federal workplace safety protocols, **effective immediately, contractors reporting on-site to a Department facility will only be asked to complete the OMB-approved [Certification of Vaccination Form](#) and attest to their vaccination status to access the facility when the COVID-19 community level is MEDIUM or HIGH in the county where that Federal facility is located.** COVID-19 community levels can be located [here](#).

Contractors who report on-site to a Department facility located in a county where the COVID-19 community level is MEDIUM and HIGH will continue to be required to follow the guidance outlined in the [November 21, 2021 memorandum](#). Contractors who report on-site to a Department facility located in a county where the COVID-19 community level is LOW will not be asked to attest to their vaccination status in order to access the facility. Additionally, all contractors who report on-site must comply with building signage pertaining to mask wearing and social distancing.

Thank you to all of the contractor employees who continued to provide mission support throughout this pandemic. As we continue to review and update our operating plan, I will share relevant updates and any changes to these procedures.

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