

October 12, 2021

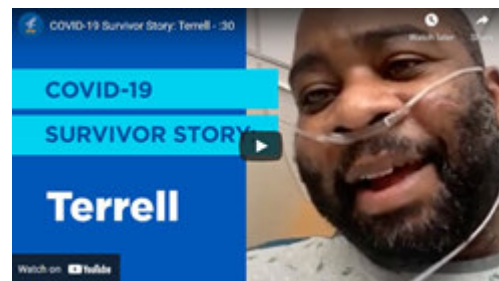
COVID-19 vaccines are safe and effective.

Vaccines are the most effective way to decrease the spread of COVID-19 in our communities and protect each other and our families during this continuing public health emergency. [Get the facts about COVID-19 vaccines today \(3 mins\)](#).



Many COVID-19 survivors are urging others to get vaccinated as soon as possible based on their experiences. [Watch Terrell's story \(:30\)](#).

DOL's Assistant Secretary for Administration and Management, Rachana Desai Martin, recently shared [her story](#) about why she chose to get vaccinated.



If you would like to provide a testimonial about your vaccination experience or have ideas about how we can promote vaccination, please email [\[redacted\]](#) with "Testimonial" or "Vaccine Encouragement" in the subject line.

When do I need to be fully vaccinated?

For Federal Employees

Pursuant to President Biden's [Executive Order 14043](#), all **DOL employees** must be fully vaccinated (i.e., two weeks past your final dose) **no later than**

Monday, November 22, 2021. To meet this deadline, employees must:

- Obtain the first dose of the Pfizer/COMIRNATY vaccine no later than **October 18, 2021**, and the second dose of the Pfizer/COMIRNATY vaccine no later than November 8, 2021;
- Obtain the second dose of the Moderna vaccine no later than **November 8, 2021**; or
- Obtain the single dose of the Johnson and Johnson vaccine no later than **November 8, 2021**.

For Contractor Employees

Pursuant to [Executive Order 14042](#), all covered contractor employees must be fully vaccinated by **December 8, 2021**. To meet this deadline, contractor employees must:

- Obtain the first dose of the Moderna vaccine no later than **October 27, 2021**, and the second dose of the Moderna vaccine no later than November 24, 2021;
- Obtain the first dose of the Pfizer/COMIRNATY vaccine no later than **November 3, 2021**, and the second dose of the Pfizer/COMIRNATY vaccine no later than November 24, 2021; or
- Obtain the single dose of the Johnson and Johnson vaccine no later than **November 24, 2021**.

Please see the [Safer Federal Workforce Task Force's FAQs](#) for additional information. Contracting Officers and Contracting Officer Representatives should expect further guidance from the Office of the Senior Procurement Executive (OSPE). Contractor employees should expect further guidance from their contracting companies.

Vaccines are available at no cost to everyone age 12 and older living in the United States.



Search
[vaccines.gov](https://www.vaccines.gov)

Text your ZIP
code to 438829

Call
1-800-232-0233

[Vaccines.gov](https://www.vaccines.gov) - [Find COVID-19 vaccine locations near you](#)

Requests for Medical or Religious
Exceptions or Delays (Accommodations) to

the COVID-19 Vaccination Requirement

Government wide policy requires all Federal employees as defined in 5 U.S.C. § 2105 to be vaccinated against COVID-19, with exceptions only as required by law. Employees may seek a legal exception or delay to the vaccination requirement due to a disability or medical condition. Requests for “medical accommodation” or “medical exceptions” will be treated as requests for a disability accommodation and evaluated and decided under applicable Rehabilitation Act standards for reasonable accommodation absent undue hardship to the agency. To request an exception or delay to the COVID-19 vaccination requirement for a medical reason, you must submit a completed [DL1-7071 Request for a Medical Exception or Delay to the Covid-19 Vaccination Requirement Form](#)* with a medical provider’s certification to the Civil Rights Center’s Reasonable Accommodation Resources Center (CRC/RARC): RARC.Info@dol.gov, or your agency [Workplace Equality and Compliance Officer \(WECO\)](#). Your agency WECO will then initiate an interactive process with the employee and the supervisor to determine whether an exception or delay may be provided.

Additionally, in certain circumstances, Federal law may entitle a Federal employee who has a religious objection to the COVID 19 vaccination requirement to an exception or delay from **the** requirement, in which case the employee would instead comply with alternative health and safety protocols (e.g. masking, distancing, regular testing), if feasible. To be eligible for a possible exception to the Vaccine Requirement based upon a sincere belief that is religious in nature, you must fill out [DL1-7071A Request for a Religious Exception to the Covid 19 Vaccination Requirement Form and Declaration](#)* and submit it to **your supervisor and** ReligiousExceptions@dol.gov. An appropriate official(s) and/or the supervisor may thereafter initiate an interactive process with the employee to determine whether an exception may be provided.

Whether an exception or delay may be granted will depend on the ability of employees to follow necessary safety protocols and perform the essential functions of their positions. In some cases, the nature of the employee’s job may be such that an agency determines that no safety protocol other than vaccination is adequate. Additional information on this process and the forms that must be utilized to request either an exception or delay for a disability or medical condition, or a sincerely held religious belief, practice, or observance can be found on the [LaborNet Requests for Medical or Religious Exceptions or Delays \(Accommodations\) to the COVID 19 Vaccination Requirement page](#).

Your request for exception or delay will not be processed until the forms are deemed complete and/or sufficient information is received. Completed

documentation should be submitted by **October 18, 2021**, although it will be accepted after this date as well.

*In order to access a form you **MUST** select the form name and then select the Save link as... to save it to your documents folder. Then edit from there.

VaxTrak Update: Proof of Vaccination Documentation Requirements

Thank you to the many employees who have already completed this requirement! If you haven't yet, please log in to [VaxTrak](#) to update your certification of vaccination response and provide newly required data points and documentation. These updates will need to be done from a DOL government computer while on the VPN, using Edge or Chrome. For step-by-step instructions see the [VaxTrak: User Information](#). As stated in the [Assistant Secretary for Administration and Management's message on October 5](#):

- **Employees who previously affirmed that they were fully vaccinated** must log into [VaxTrak](#), input a few data points (vaccine type, dose date(s), and name of health care professional(s) or clinic site(s) that administered the vaccine), and upload an acceptable proof of vaccination by **close of business on Wednesday, October 27, 2021**. The data points entered must match the uploaded documentation.
- **Employees who have been partially vaccinated** must log into [VaxTrak](#), complete the new information fields, and upload acceptable proof of partial vaccination by **close of business on Wednesday, October 27, 2021**. The data points entered must match the uploaded documentation. After receiving an additional vaccine dose, employees must update their response and upload additional documentation in [VaxTrak](#) **within five business days**.
- **Employees who have not been vaccinated and who begin the COVID-19 vaccination process**, must log into [VaxTrak](#), update their response, and upload documentation within [VaxTrak](#) **within five business days** of receiving a dose of a COVID-19 vaccination.
- **Employees who have previously responded in VaxTrak, but had selected "I decline to respond"** must update their response in [VaxTrak](#) by **close of business on Wednesday, October 13, 2021** and select from one of the following options: I am fully vaccinated; I am not yet fully vaccinated — but have received my 2nd dose; I am not yet fully

vaccinated — but have received my 1st dose; or I have not been vaccinated. Employees must then follow the instructions for that updated status above.

Check out these and other resources on the DOL COVID-19 LaborNet page!

- [VaxTrak Info Page](#)
- [Instructions for Combining Multiple Vaccine Sources](#)
- [Vaccine Info Page](#)
- [DOL VaxTrak Agency Points of Contact](#)
- [Message from the Deputy Secretary: Protecting Workers, Protecting Ourselves](#)
- [State-specific COVID-19 Vaccine Records](#)
- [DOL Workplace Safety Plan](#)
- [DOL Reentry and Post-Reentry Plan](#)

Questions? Please email us at 