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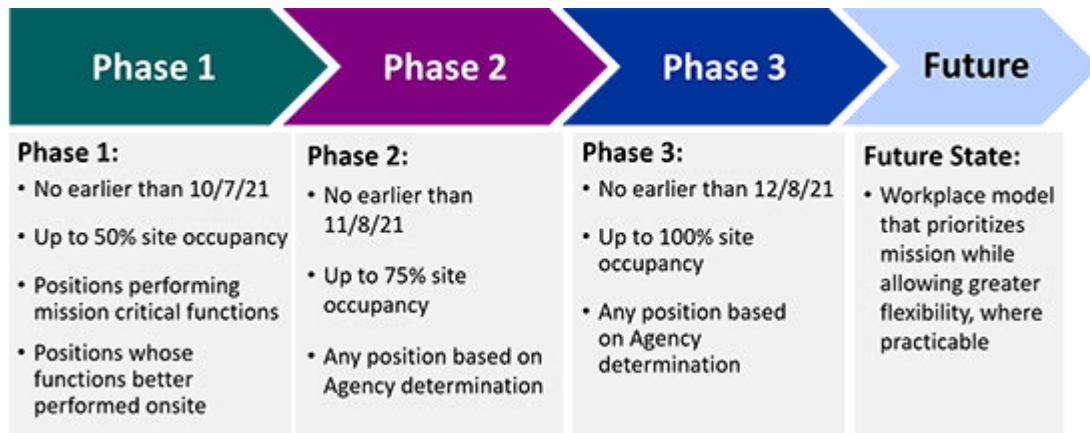
Message from Leadership

Thank you to all who attended the Department wide Town Hall on Wednesday, July 22nd! For those who may have missed it, Secretary Walsh shared details of his vision for the Department, Julie Su introduced herself as our new Deputy Secretary of Labor, and I provided an overview of [DOL's Reentry Plan](#). COVID 19 guidance is quickly evolving, and I wanted to use this space to reiterate the latest key points regarding our Department's Reentry Plan:

- Our plan was developed with a values based approach that prioritizes worker safety, inclusivity and equity, data, effectiveness, accountability, and innovation.
- We prioritized agency flexibility by allowing decision-making to happen at the lowest appropriate level by the people who know the work best.
- We prioritized engagement with you. We developed our plans with your perspective from FEVS, listening sessions, and more. Thank you for participating in the process.
- We'll be gradually lifting the occupancy limits in our workspaces over three phases to increase the number of people doing onsite work.
- As we increase the number of employees working onsite, employees should continue to follow the health and safety protocols in [DOL's Workplace Safety and Health Plan](#).
- We don't yet know what the future will look like, and it will likely look different than what it looked like pre-pandemic, but we are being thoughtful about how we get there.

As explained more deeply in the Deputy Secretary's [email](#) to all DOL employees on August 12th, the DOL Reentry Plan was updated to reflect a 30-day pause on the reentry for Phase 1 (from September 7th to no earlier than October 7th). Below is an overview of the updated phased approach that DOL

will follow for reentry. You can find the latest guidance on [DOL's Reentry Information](#) LaborNet page.



Please read on for additional resources, FAQs, and stories of the great work our colleagues are doing. As always, please send any questions you may have to: [REDACTED]

— Rachana Desai Martin, Deputy Assistant Secretary for Policy

In Case You Missed It

Here is a quick recap of the latest COVID-19 information and guidance sent to all DOL employees:

- [Use of Administrative Leave to Accompany a Family Member Receiving a COVID-19 Vaccination](#)
- [Important Update to the Department's Masking Guidance](#)
- [DOL Mask Requirements by Location](#)
- [COVID-19 Workplace Safety Plan](#) (PDF)
- [Remote Work Resources](#)
- [Vaccination Information and Resources](#)



Hot Off The Press: To supplement DOL's existing administrative leave policy, the Department is also granting administrative leave for employees to receive a COVID-19 vaccine booster shot or to take a family member to receive a COVID-19 vaccine booster shot. Under this policy, employees can be granted up to 4 hours of administrative leave, including travel to and from the appointment, to receive a booster shot or take a family member to receive a booster shot. If an employee spends less time getting the booster shot, only the needed amount of administrative leave will be granted. Details about this

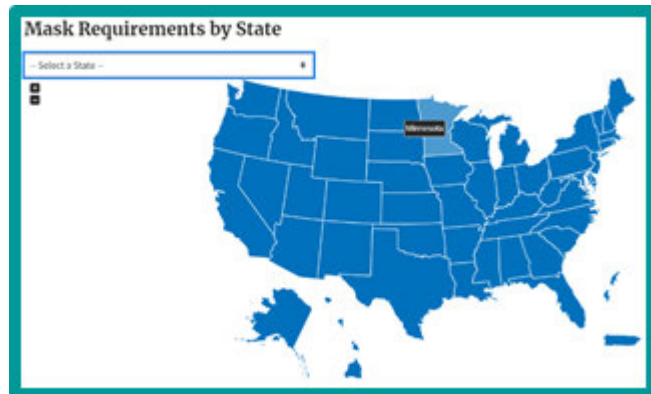
policy, including instructions for requesting and recording this leave, will be provided to employees in subsequent email communication.

Additional information, including [Employee Messages](#), are posted on the [DOL COVID-19 LaborNet page](#). If you have questions, please visit the [FAQ page](#), or contact us at: [REDACTED]

What's New with Masking?

In accordance with the Centers for Disease Control and Prevention's (CDC) updated [Interim Public Health Recommendations for Fully Vaccinated People](#) issued on July 27th, and guidance from the Office of Management and Budget (OMB), **all Federal employees, onsite contractors, and visitors, regardless of vaccination status, must wear a mask inside of Federal buildings in areas of substantial or high community transmission.** Individuals who are not fully vaccinated, or decline to affirm their vaccination status, must wear a mask regardless of community transmission level. DOL employees, contractors, and visitors may choose to wear a mask regardless of community transmission level.

DOL will monitor transmission levels on a weekly basis, and will use this [DOL.gov tool](#) to provide employees, contractors, and visitors with the current mask requirements for facilities where DOL offices are located.



Please be aware of the following:

- When the level of transmission related to a given Federal facility increases from low or moderate to substantial or high, OMB has directed Federal agencies to put in place more protective safety protocols consistent with CDC guidelines and guidance from the [Safer Federal Workforce Task Force](#) as soon as operationally feasible.
- Per OMB, when the level of transmission related to a given Federal facility is reduced from high or substantial to moderate or low, the level of transmission must remain at that lower level for **at least two consecutive weeks** before the agency utilizes those protocols

recommended for areas of moderate or low transmission by CDC guidelines and guidance from the Safer Federal Workforce Task Force.

Use the search feature on the [DOL.gov tool](#) to locate your DOL facility. You can search by typing a portion of your facility's address, city, state, and/or county. If you have any questions, please contact: [REDACTED]

Vaccination Status Certification Requirement

Consistent with the guidance from [Safer Federal Workforce Task Force](#), beginning Wednesday, August 25th, onsite contractors and visitors to DOL facilities will be asked to provide information on their vaccination status.

- DOL onsite contractors and visitors to DOL facilities are asked to complete the [Certification of Vaccination](#) form and keep it with them during their time on DOL premises.
- DOL, including CORs, will not collect or maintain completed Certification of Vaccination forms from contractor staff or visitors at this time.
- Onsite contractor staff and visitors who disclose that they are fully vaccinated must comply with Departmental guidance for fully vaccinated individuals.
- Contractor staff or visitors that choose “not yet fully vaccinated,” “not been vaccinated,” or “decline to respond” on the form must comply with CDC and DOL guidance, including the following safety protocols while in DOL facilities and provide proof of having received a negative COVID-19 test from within the previous 3 days (this is a recurring requirement).
- Individuals entering a DOL facility to obtain a public service or benefit do not need to complete the form or show documentation of a negative COVID-19 test result. However, if these visitors are not fully vaccinated, they must comply with all relevant CDC guidance and safety protocols, including mask-wearing and physical distancing requirements.

All CORs were notified of this requirement on Tuesday, August 24th. Please contact Ryan Chandler, Senior Director, Strategy and Administration for OSPE for more information at: [REDACTED]

Please note that the DOL COVID-19 Coordination Team is developing a central system for collecting vaccination status information from federal employees.

At this time, the Certification of Vaccination Form is not applicable for DOL federal employees.

Additional information is posted on the [DOL COVID-19 LaborNet FAQ page](#) as well as the [DOL.gov visitor page](#).

Employee Spotlight: Jenn Sta.Ana SOL, San Francisco/Seattle Region

“Since 2016, I’ve been on the Board of the [Filipino Bar Association of Northern California](#) (FBANC), which is dedicated to diversifying the legal profession and serving the Filipino/a/x community, the largest Asian American Pacific Islander (AAPI) community in California and the third largest AAPI community in the United States. When the pandemic hit San Francisco in March 2020, FBANC knew that the Filipino/a/x worker community would be gravely affected by business shutdowns. Much of the population consists of migrant workers, some of whom have been trafficked as cheap labor. Even with their meager pay, many send remittances back to the Philippines to support their families and homeland. In fact, much of the Philippines’ GDP relies on remittances.



I partnered FBANC with [Asian Americans Advancing Justice-Asian Law Caucus](#) to create a free virtual legal clinic to help translate state unemployment insurance forms, state disability insurance forms, and state paid family leave forms for the worker population deserving of language access and culturally competent services. I recruited nearly 80 volunteers including lawyers, law students, paralegals, and undergraduate students to provide help in the Filipino dialects of Tagalog, Ilocano, and Cebuano, as well as Spanish, Mandarin, Cantonese, and Korean.

Our clinic was open 12 hours a day, 7 days a week from April to May 2020 to make up for the state agency’s limited hours (4 hours a day, 5 days a week) at the time. Since these virtual services were the first of their kind, the clinic was on the list of resources for those contacting the offices of Governor Gavin Newsom and then-Assemblymember Rob Bonta, who was the only Filipino State Assemblymember at the time and who now serves as California’s

Attorney General. FBANC also trained two nonprofits on how to run similar virtual clinics to expand availability to the public.

I'm glad to report that the clinic helped over 140 clients and almost 530 callers at the height of business shutdowns and while there was a dearth of available virtual assistance. A number of volunteers have been inspired me to pursue employment and labor law due to their experience. The [American Bar Association](#), [San Francisco Mayor London Breed](#), and the [National Asian Pacific American Bar Association](#) recently recognized FBANC, in large part due to this clinic. Thanks to more legal nonprofits increasing their virtual presence, and the increased hours of state services, FBANC closed its daily clinic and shifted to offering the clinic once in Fall 2020 and once in the Spring 2021."

Do you know of a DOL colleague making a difference during COVID-19? Share the story with us: [DOLCOVID-19Newsletter!](#)

New Resources Regarding Alternate Worksites

As teams adjust telework plans, employees and supervisors must work together to develop updated telework agreements. The Office of Human Resources (OHR) put together a helpful [Quick Reference Guide on Alternate Worksite Policies and Procedures](#) to help you through this process and to answer many of your questions.



For telework agreement guidance and templates, please visit OHR's [Telework LaborNet page](#).

Get Your Vaccine Today!

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

DOL encourages all Federal employees, contractors, and visitors to get the COVID-19 vaccine to ensure the health and safety of themselves and others. As we begin the reentry process, please keep in mind the following key policy differences for those who are fully vaccinated (two weeks past their final dose) and those who are not fully vaccinated:

Policy Item	Policy For Fully Vaccinated Individuals	Policy For Not Fully Vaccinated Individuals
Mask Policy	Fully vaccinated individuals are required to wear masks inside of DOL facilities in areas of substantial or high community transmission. They are also required to wear a mask for 14 days after exposure to COVID-19 or until a test taken 3-5 days following exposure results in a negative test result.	Not fully vaccinated individuals are required to wear masks inside of DOL facilities regardless of community transmission level, consistent with CDC guidance.
Symptom Monitoring	Fully vaccinated individuals should conduct a health screening at home each day prior to traveling to their worksite.	Not fully vaccinated individuals should conduct a health screening at home each day prior to traveling to their worksite.

Policy Item	Policy For Fully Vaccinated Individuals	Policy For Not Fully Vaccinated Individuals
In Case Of Exposure Or Illness	Fully vaccinated individuals do not need to quarantine after exposure, but must stay home if they are sick or have COVID-19 symptoms and get tested 3-5 days after exposure to someone with suspected or confirmed COVID-19 and wear a mask in public indoor settings for 14 days after exposure or until they receive a negative test result.	Not fully vaccinated individuals who are sick, have COVID-19 symptoms or have been in contact with someone who is sick must stay home and contact their supervisor.
Travel	After September 6th, fully vaccinated individuals are not restricted to mission critical travel.	Not fully vaccinated individuals are limited to mission critical travel.
Physical Distancing	Fully vaccinated individuals are not required to physically distance.	Not fully vaccinated individuals are required to physically distance.

Save-the-Date: Reasonable Accommodation Open Forums

The COVID-19 Communications Team will be facilitating open forums beginning in September to help employees and supervisors better understand topics regarding reentry. Each session will be led by subject matter experts for each topic of interest. Time will also be set aside in each session to address Q&A from participants. Participation is voluntary.

The first series of open forums will be hosted by the DOL Civil Rights Center (CRC) and the OASAM Workplace Equality Compliance Office (WECO) on [reasonable accommodations](#) for DOL employees and applicants with disabilities.

The first half of the open forum will define reasonable accommodations, provide an overview of the reasonable accommodation process, and address common questions that have been asked by the DOL community in response to COVID-19. The second half of the open forum will be devoted to answering questions from participants.

Please see the following for more information:

- **For Supervisory Employees:** Reasonable Accommodations – Wednesday, September 1st, from 2-3pm ET
- **For Non-Supervisory Employees:** [Reasonable Accommodations](#) – Thursday, September 2nd, from 2-3pm ET

Closed captioning is available by selecting “More Options” (three dots icon in the meeting toolbar) and then selecting “turn on live captions.” To receive the American Sign Language (ASL) interpreting link, please email

[REDACTED]

Have a topic you think would be good for an upcoming Open Forum? Let us know at [REDACTED]

Asked & Answered

You asked, and we answered!

Q: What should I do if I think I may have been exposed to the virus?



A: According to the CDC, an individual who is not fully vaccinated (at least two weeks past their final dose) and has been within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period, also known as “[close contact](#),” should consult with their healthcare provider as soon as possible, and immediately inform their supervisor so that appropriate work measures can be taken under the [DOL COVID-19 Workplace Safety Plan](#) and [exposure notification procedures](#). Fully vaccinated individuals do not need to quarantine after exposure, but must stay home if they are sick and get tested 3-5 days after exposure to someone with suspected or confirmed COVID-19 and wear a mask in public indoor settings for 14 days after exposure or until they receive a negative test result.

Q: If I receive a notification to return to onsite work in Phases 1 or 2, under what circumstances can I defer reentry until Phase 3?

A: All employees may work with their supervisors to request deferral until Phase 3 due to personal health vulnerabilities, household health vulnerabilities, dependent care concerns, or other concerns.

Only employees with personal health vulnerabilities may engage in the [reasonable accommodation](#) process. Employees who have household members with vulnerable health conditions and/or dependent care issues are not permitted to engage in the reasonable accommodation process, but may work with their supervisor to defer reentry until Phase 3.

Agencies should to the greatest extent practicable and in an equitable manner provide an option to defer reentry until Phase 3 to employees with vulnerable health conditions, household members with vulnerable health conditions, and/or dependent care issues. Supervisors may grant or deny these requests in accordance with business needs.

Q: What is the criteria for moving between phases?

A: The DOL COVID-19 Coordination Team, which includes representatives from OASAM, OSHA, SOL, and the Office of the Deputy Secretary, is advising Department leadership on reentry planning and implementation. The DOL COVID-19 Coordination Team may make decisions to extend a phase or return to a previous phase depending on various factors, including vaccination rates, transmission rates, and new case trends.

The DOL COVID-19 Coordination Team will also follow guidance from the Centers for Disease Control and Prevention, and direction from the [Safer Federal Workforce Task Force](#). For example, depending on the conditions and guidance, the Coordination Team may determine that the Department should stay in Phase 1 longer than the 30 days or reinstate previous restrictions on onsite work. The Coordination Team will be monitoring this situation closely and keep the health and safety of employees at the forefront in the decision-making process.

For more FAQs, visit the [DOL COVID-19 FAQ LaborNet page](#)!

Want to Learn More?

We have a number of helpful resources available for you on the [DOL COVID-19 LaborNet page](#)! Information is updated daily — visit some of the most popular links below:

- [COVID-19 Guidance and Resources Main Page](#)

- [Workplace Flexibilities](#)
- [Telework](#)
- [Benefits & Wellness](#)

Questions? Please email us at 