



From: Barry E. Berkowitz, Senior Procurement Executive
and Director for Acquisition Management

For: Department of Commerce Contractor Community

Subject: Senior Procurement Executive Message on New Procedures for Contractors
Working On-site at DOC Facilities in Response to the Ongoing COVID-19
Pandemic

The Department has updated its current operating procedures in response to the updated CDC Guidance and the July 29, 2021 guidance issued by the Administration's Safer Workforce Task Force concerning [COVID-19 Workplace Safety: Agency Model Safety Principles](#).

We are still in the midst of a global pandemic and therefore, Government-wide guidance continues to evolve, including recently issued guidance regarding enhanced mask wearing and testing for federal employees, on-site contractors, and visitors. While it is understood that many contractors must perform work at DOC operations and facilities, compliance with the new guidance is required.

In support of this guidance, we ask that you immediately identify your contracts requiring on-site performance at DOC operating locations or facilities and attest to your compliance with the guidance by August 30, 2021. It is still highly encouraged that any contractor employee who can perform their work on a contract off-site in support of the Department without negative impact to the mission, be afforded the flexibility to telework or work off-site to the maximum extent practicable. However, this will be predicated on proper coordination with the Contracting Officer's Representative (COR) to validate if telework or work off-site is appropriate.

Consistent with this guidance and beginning August 30, 2021, on-site contractor employees who are not [fully vaccinated](#) or who decline to provide their vaccination status are required to obtain a negative COVID-19 test from within the previous three (3) calendar days in order to enter DOC operations and facilities. (For example, a negative test on 8/19/21 would enable entry on 8/20/21, 8/21/21, and 8/22/21.) Contractors must attest to their COR, in writing, that all on-site contractor employees are following this guidance and are either fully vaccinated or they have had a negative COVID-19 test from within the previous three (3) calendar days. Further, contractors shall require their employees to keep the completed [Certification of Vaccination form](#) and proof of a negative COVID-19 test result, if applicable, with them while on federal premises and produce it upon request to verify their status. Contractors may use any COVID-19 viral test, such as a PCR or antigen test, that has been [authorized by the Food and Drug Administration](#) to detect current infection and includes a written report that documents the test result and can be provided to the individual contractor employee who was tested.

Testing requirements only affect on-site contractor personnel who are unvaccinated or who decline to provide their vaccination status to their employer. On-site contractor personnel, like federal employees, are also required to follow all signage posted in DOC facilities regarding

mask usage and comply with all instructions by Federal Protective Service officers and facility managers. This may include symptom screening as well. Failure to do so will result in their removal from the facility.

While localized facility guidance takes precedence, you can monitor areas of high transmission via the [CDC COVID-19 Data Tracker County View](#).

Following these procedures helps to ensure DOC mission readiness, protect all of the on-site workforce, and bolster public health and safety.

The contractor community plays a vital role in achieving the Department's mission and I wish to express my continued gratitude to the contractor employees who have been part of our frontline workforce at DOC designated locations and sites throughout this pandemic.

I will continue to share relevant updates regarding DOC operating and testing requirements as information becomes available.