Coronavirus (COVID-19) Guidance to Contractors

Vaccination Requirements & Violations of Library COVID-19 Protocols

COVID-19 vaccines are highly effective at preventing severe illness, hospitalization, and death due to COVID-19, including the Delta variant. The Librarian of Congress has determined that protecting the health and safety of the Library workforce and the people we serve, and maintaining efficiency in Library operations, requires Library contractor staff to be vaccinated against COVID-19. This requirement applies to contractor staff that have been issued Library badges and report to work onsite at Library facilities. Contractor staff that only temporarily access Library facilities (such as delivery personnel) are not subject to the Library’s vaccination requirement, but are subject to all other Library guidance to contractors, including guidance regarding masking and social distancing.

1. **Contractor Staff Are Required to be Fully Vaccinated by January 3, 2022.**

Current contractor staff that have been issued Library badges and report to work onsite at Library facilities must be fully vaccinated by Monday, January 3, 2022. New contractor staff must be fully vaccinated by January 3, 2022, or by the first date they report onsite at the Library for work, whichever is later.

Individuals are considered fully vaccinated when it has been at least two weeks since they received the second dose of a two-dose COVID-19 vaccine (e.g., Pfizer/BioNTech or Moderna) or the single dose of a one-dose vaccine (e.g., Johnson & Johnson/Janssen). At this time, booster shots are not necessary to be considered fully vaccinated.

To meet the deadline to be fully vaccinated, current contractor staff that have been issued Library badges and report to work onsite must receive the final dose of their COVID-19 vaccine no later than December 20, 2021.

Upon request, contractors must provide proof of contractor staff vaccination to the COR and the Contracting Officer (CO).

2. **Violations of Library COVID-19 Protocols.**

If a contractor fails to follow any of the Library’s COVID-19 protocols, the Library may pursue appropriate contract remedies, up to and including termination. The Library COVID-19 protocols and related guidance are published by the Library and available at the following address: [For Library Contractors](https://www.loc.gov) | [Pandemic Information](https://www.loc.gov) | [About the Library](https://www.loc.gov) | [Library of Congress (loc.gov)](https://www.loc.gov).

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1 Separate guidance is available for and applicable to Library of Congress overseas offices.

All actual and potential violations of Library COVID-19 protocols by contractor staff must be reported to the COR and the CO as soon as the contractor becomes aware of an actual or potential violation.

Contractors are further required to investigate all concerns of potential Library COVID-19 protocol violations by contractor staff as soon as possible, which includes any potential violations reported to the contractor by the COR or the CO.

These requirements do not relieve the contractor of its responsibility to address any COVID-19 protocol violations or other safety violations directly with its staff. For example, contractors should continue to send staff home when sick, advise such staff to contact their medical providers, and report close contacts to the Library’s Health Services Division (HSD).

Contractors will continue to work with their CORs and COs to implement all COVID-19-related guidance as posted to the Library of Congress website.