Coronavirus (COVID-19) Guidance to Contractors - Vaccination and Testing

The Library COVID-19 protocols and related guidance are published by the Library and available at the following address: https://www.loc.gov/about/pandemic-information/for-contractors/. This requirements described herein apply to contractor employees (including subcontractors) who have been issued Library badges and report to work on site at Library facilities.

1. **Vaccination Requirement.** Contractor employees must be fully vaccinated against COVID-19. Booster shots are not required at this time.

2. **Exemptions.** Contractors may grant their employees exemptions to the requirement for COVID-19 vaccination pursuant to applicable laws and regulations related to religious or medical accommodation. The Library will recognize the exemptions granted by the contractor.

3. **Testing Requirement.** The contractor must ensure that employees who have been granted an exemption to the COVID-19 vaccination requirement and will be working on site at the Library are tested with a SARS-COV-2 rapid antigen test no less than weekly. RT-PCR testing is not required. Employees who test positive may not report on site at the Library.

4. **Testing Certification.** The contractor shall submit a report to VAXCERT@loc.gov identifying all on-site staff and their COVID-19 vaccination status. For non-vaccinated employees for whom an exemption has been granted, the contractor shall certify that the employees have been tested. The contractor shall retain records of testing and make such records available to Library Health Services Division upon request.

5. **Failure to Certify Testing.** Unvaccinated employees for whom test results have not been certified are not authorized to report on-site at a Library facility until testing is certified. The contractor shall remain fully responsible for full performance under the contract, including provision of qualified and trained replacement staff. Employees who fail to comply with the Library’s COVID-19 testing protocols shall not be authorized access to Library facilities. The Contractor Program Manager shall retrieve and return Library badges and any other Government-furnished property to the Contracting Officer’s Representative (COR) within seven days of notification of removal of the individual’s access privileges.

6. **Follow Library COVID-19 Protocols.** All employees, both vaccinated and unvaccinated, must continue to observe Library COVID-19 protocols when working on site at the Library. These protocols include wearing masks, maintaining appropriate distance, and frequently washing and sanitizing hands. If a contractor’s employees fail to follow any of the Library’s COVID-19 protocols, the contracting officer (CO) will pursue appropriate contract remedies.
COVID-19 Pandemic Contractor Guidance

7. **Potential Violations.** Contractors must promptly report potential Library COVID-19 protocol violations by its employees, investigate the concern, and report to the results of the inquiry to the COR and the CO.

8. **Do Not Report On Site When Sick.** No one who has tested positive for COVID-19, who has been exposed to COVID-19, or who is experiencing symptoms identified on the Library’s [Daily Health Screening Tool for On-Site Work](#) may report to work on site at the Library. The contractor shall be responsible for sending a qualified replacement staff member or, with the approval of the COR, providing for adequate space for work to be conducted off site.