

Coronavirus (COVID-19) Guidance to Contractors - Guidance for Contractor Management

The Library continues to take measures to reduce the risk of COVID transmission on-site in response to the surge in COVID-19 cases nationally and in anticipation of exposure risks associated with upcoming holidays. This includes **NEW Requirements for Travel and Hosting Out-of-Town Guests**.

Due to the current and projected upswing in COVID-19 cases throughout the United States and globally, the Library recommends that Library employees defer travel and avoid hosting long distance visitors at this time.

However, for those who will be traveling or hosting out of town guests, the following requirements must be met prior to reporting for or returning to onsite work.

Contractors must notify the Library's Health Services at HSDCOVID-check-in@loc.gov when traveling from or returning after travel outside of the DC-Maryland-Virginia area or Hosting guests or family from a high risk state. Contractor staff must quarantine for 14 days OR obtain a COVID-19 PCR test (**not** the rapid test) no earlier than 72 hours (3 days) AFTER arriving from travel or hosting guests.

Contractors may not report to work on Library facilities and must limit contact with others until test results are received. Contractors must provide test results to Health Services at HSDCOVID-check-in@loc.gov BEFORE returning on-site to Library buildings.

In either of these cases, contractor staff SHALL NOT report to the Library until the quarantine period has passed or results have been reported to HSD.

Revised Health Self-Assessment Questionnaire

The Library has updated the Library's [COVID-19 self-assessment questionnaire](#). Contractors and approved visitors are reminded to assess their own symptoms BEFORE arriving at any Library building.

- DO NOT come to the Library if you or anyone you have close contact with (including children) have any of the following symptoms, even if you do not think they are due to COVID-19: Fever, nasal/sinus pain or congestion, runny nose, pink eye, altered or loss of taste or smell, headache, chills, fatigue, sore throat, shortness of breath, cough, joint or muscle aches not attributed to exercise, vomiting, diarrhea, abdominal pain, nausea, rash or discoloration of fingers or toes.
- Do not come to the Library if you have been in contact with anyone who has been diagnosed or is presumed to have COVID-19.