



National Aeronautics and Space Administration

Mary W. Jackson NASA Headquarters
Washington, DC 20546-0001

August 16, 2021

MEMORANDUM FOR NASA CONTRACTOR COMMUNITY

SUBJECT: Revised Procedures for Entering NASA Facilities During Coronavirus (COVID-19) Pandemic

Consistent with guidance from the Centers for Disease Control and Prevention (CDC) and the White House Safer Federal Workforce Task Force, NASA is establishing specific safety protocols for entering NASA facilities based on attestation of an individual's vaccination status, as follows:

In order to enter a NASA facility, all civil servants and contract employees, whether working remotely or on site, are required to complete a Certification of Vaccination Status, beginning Monday August 16. Contractors are responsible for monitoring their employees' compliance with this certification requirement. Those who have not completed a Certification of Vaccination Status will need to provide a negative COVID test upon request.

To submit your certification online, go to <https://go.nasa.gov/3lYBilh>. This site is managed by NASA's Office of the Chief Health and Medical Officer through a third-party vendor, Cority, and applicable privacy policy information is available when you access the certification form. This form requires the individual to indicate that they (1) are fully vaccinated; (2) are not yet fully vaccinated; (3) have not been vaccinated; or (4) decline to respond.

Contract employees and visitors that do not complete the certification online will be required to report to the NASA facility badging office to complete and sign the Certification of Vaccination form and will be required to have the certification on their person. Once completed and signed, the contract employee or visitor must present the signed certification form to enter the facility. While on the facility, individuals must keep the completed certification form and negative test result (if/when required) on their person, as they may be asked to show the completed certification and evidence of a negative test result (if/when required). Any individual who fails to complete and sign the Certification of Vaccination Status form or fails to provide any required negative COVID-19 test results (if/when required) may be denied entry to the facility.

Based on the vaccination status as indicated on the form, individuals entering the facility will need to abide by the following policies, as applicable:

FOR FULLY VACCINATED CONTRACT EMPLOYEES AND VISITORS: In areas of low or moderate transmission, as defined by CDC, fully vaccinated people generally can safely participate in most activities, indoor or outdoor, without needing to wear a mask or maintain

physical distance, and do not need to undertake regular testing. NASA facilities are monitoring the transmission rates and will have mask policies consistent with local transmission rates and CDC guidance. Regardless of vaccination status, in areas of high or substantial transmission, Federal employees, contract employees, and visitors must wear a mask inside Federal buildings. The current mask usage requirement status for the NASA facility can be found at <https://nasapeople.nasa.gov/coronavirus/coronavirus.htm>.

FOR CONTRACT EMPLOYEES AND VISITORS NOT YET FULLY VACCINATED, NON-VACCINATED, OR DECLINE TO RESPOND: If the contract employee or visitor declines to respond or are not fully vaccinated, they must comply with the following safety protocols while in a Federal facility:

- Wear a mask regardless of the level of community transmission;
- physically distance;
- provide proof of having received a negative COVID-19 test result from an FDA-authorized test for COVID, that is less than 72 hours old prior to entering the facility; and
 - The requirement for a negative COVID test will start on or about Monday, August 23, 2021. NASA will not provide testing for contract employees and visitors. Additional guidance regarding test requirements is forthcoming.
- Adhering to applicable travel restrictions.

Information about the coronavirus, including preventative best practices and lessons learned is being continuously updated. Contractors are responsible for ensuring that its employees monitor local radio, television stations, and other communications channels. For the latest NASA information, follow all communications from the facility and Agency including [NASA People](#).

We appreciate your cooperation and continued commitment to safety and the NASA mission!

Please direct any other questions concerning this letter to your contracting officer.

Karla Smith Jackson
Assistant Administrator for Procurement