



November 22, 2021

Sally Block, Acting Administrator
Office of Information and Regulatory Affairs
Office of Management and Budget

Amie Didlo, AmeriCorps Desk Officer
Office of Information and Regulatory Affairs
Office of Management and Budget

SUBJECT: Request for OMB Emergency Clearance – SORN Instruments

Dear Ms. Block and Ms. Didlo:

The Corporation for National and Community Service (operating as AmeriCorps) requests emergency clearance of four (4) information collection instruments associated with AmeriCorps' System of Records Notice (SORN) that was previously approved by OMB's Office of Information and Regulatory Affairs (OIRA) on November 6, 2021 and [published in the *Federal Register*](#) on November 18, 2021. These four information collection instruments are enclosed herein.

AmeriCorps is seeking emergency clearance of the enclosed information collection instruments in order to comply with the Rehabilitation Act of 1973, as amended (Rehabilitation Act); Title VII of the Civil Rights Act of 1964, as amended (Title VII); and Executive Order 14043, *Executive Order on Requiring Coronavirus Disease 2019 Vaccination for Federal Employees*, issued on September 9, 2021.

Executive Order 14043 requires the COVID-19 vaccination of all Federal employees, subject to exemptions required by law, to promote the health and safety of the Federal workforce and the efficiency of the civil service. Section 2 of the Executive Order required that the President's Safer Federal Workforce Task Force (Task Force) issue guidance within seven days of the Executive Order regarding agency implementation of this requirement. Accordingly, on September 13, 2021, the Task Force issued guidance that requires all Federal agencies to "work expeditiously so that their employees are fully vaccinated as quickly as possible and by no later than November 22, 2021." To comply with Executive Order 14043 and Task Force guidance, AmeriCorps must begin immediately collecting health and religious information from employees who request medical- and religious-based exemptions to the COVID-19 vaccination requirement.

The need for immediate collection of the information has been prompted by an unanticipated event – the COVID-19 pandemic – that continues to significantly and adversely impact the





health and safety of the nation and the Federal workforce. Emergency clearance of the enclosed information collection instruments will allow AmeriCorps to engage with Agency employees and, as needed, Agency service members and volunteers, who request accommodation through an “interactive process” as required by the Rehabilitation Act and Title VII. Emergency clearance will also allow the Agency to review and adjudicate exemption requests without further delay. The collection will help to ensure a safe and healthy environment for Agency employees and others who occupy AmeriCorps facilities, service members and volunteers in AmeriCorps’ national service programs, and those who attend Agency events or otherwise participate in official Agency business.

Obtaining the information is essential to AmeriCorps’ operations and to carrying out its mission. The information collection is necessary to ensure agency compliance with all applicable Federal civil rights laws, including the Rehabilitation Act and Title VII.

In addition, public harm is likely if clearance of the information collection instruments proceeds through the normal OMB clearance process. Only prompt information collection ensures that AmeriCorps can confirm the vaccination status of all its employees and thereby guard the health and safety of the Federal workforce and the efficiency of the civil service. Going through the normal process would delay the Agency’s ability to collect that information.

I kindly ask that OMB’s emergency clearance of the enclosed four (4) information collection instruments that accompany [the SORN](#).

Please do not hesitate to contact me with any questions at 202-967-5654 or kdahl@cns.gov.

Respectfully submitted,

Karen Dahl
Senior Advisor for COVID-19
Corporation for National and Community Service

cc: Susan Minson
Desk Officer
Office of Information and Regulatory Affairs
Office of Management and Budget

Enclosures: (SORN Information Collection Instruments)