



**Department of Energy**  
Washington, DC 20585

December 23, 2021

MEMORANDUM FOR SHARON BLOCK  
ACTING ADMINISTRATOR  
OFFICE OF INFORMATION AND REGULATORY AFFAIRS  
OFFICE OF MANAGEMENT AND BUDGET

FROM: ANN DUNKIN  
CHIEF INFORMATION OFFICER

A handwritten signature in black ink, appearing to read "Ann Dunkin", is written over the printed name.

SUBJECT: Emergency Information Collection Request - Certification of  
Vaccination

Pursuant to the Office of Management and Budget (OMB) procedures established in 5 C.F.R. Part 1320, Controlling Paperwork Burdens on the Public, the Department of Energy (DOE) is requesting that the proposed information of collection, Certification of Vaccination, be processed as an Emergency Clearance Information Collection Request (ICR) as referenced in 5 C.F.R. § 1320.13, Emergency processing.

DOE has determined that the information must be collected prior to the time periods established under Part 1320 of the regulation, and that this information is essential to DOE's implementation of safety protocols as provided in recent guidance released by the Centers for Disease and Prevention (CDC) in Executive Order 13991, Protecting the Federal Workforce and Requiring Mask-Wearing (Jan. 20, 2021). DOE must collect this information urgently due to the COVID-19 pandemic. DOE determined that public harm is likely if normal clearance procedures are followed. Exposure to and transmission of COVID-19 may be reduced by requesting the vaccination status of support service contractor employees entering DOE facilities.

DOE is therefore requesting an Emergency Clearance to collect vaccination status information for a six-month approval period, allowing support service contractor employees who pre-COVID-19 were embedded with DOE staff in a Federal government owned or leased facility to attest to their vaccination status. During this approval period, DOE will work to establish a regular submission of this ICR. Due to the expedited timeframe for collecting this information, DOE is requesting a waiver for requesting comments from the public via the *Federal Register*.

We would appreciate if you could please provide an approval/disapproval determination of this request to collect information under an emergency clearance by noon on Thursday, December 30, 2021.