



December 2, 2021

Ms. Sharon Block
Acting Administrator
Office of Information and Regulatory Affairs
Office of Management and Budget
725 17th Street, NW
Washington, DC 20503

Dear Ms. Block:

Pursuant to Office of Management and Budget (OMB) procedures established at 5 C.F.R. Part 1320, Controlling Paperwork Burdens on the Public, I request that the proposed Export-Import Bank of the United States (EXIM) information collection covered by EXIM Form EIB 21-03 “Request for a Medical Exception to the COVID-19 Vaccination Requirement,” (enclosed) be processed as an emergency clearance request in accordance with 5 C.F.R. § 1320.13, Emergency Processing.

I have determined that this information must be collected prior to the time periods established under part 1320 of the regulations and that this information collection is essential to implement health and safety measures requiring all Federal employees be vaccinated as mandated by Executive Order 14043 of September 9, 2021, Requiring Coronavirus Disease 2019 Vaccination for Federal Employees, and included within Safer Federal Workforce Task Force Guidance which mandated all Federal employees be vaccinated by November 22, 2021. The only exception is for individuals who receive a legally required exception approved under established agency processes. EXIM issued Mandatory Vaccination Updates and Guidance on September 9, 2021 and September 17, 2021 in response to OMB and OPM guidance. On October 1, 2021 EXIM provided guidance to employees who wish to request either a medical or religious exemption. EXIM is requesting an expedited approval of the medical exemption form to ensure there are no delays in the review/ approval process. Applying regular Paperwork Reduction Act clearance procedures is likely to cause harm because of the threat of COVID-19 exposure and transmission.

Because of the nature of the public health emergency and the urgent need for EXIM to review the individual request for medical exemption, it is impracticable for EXIM to review these requests in order to minimize the burden of collection of information pursuant to 5 C.F.R. § 1320.13(c). Therefore, EXIM requests a 180-day emergency clearance to obtain the information required in EXIM Form EIB 21-03, “Request for a Medical Exception to the COVID-19 Vaccination Requirement.” During the 180-day emergency clearance period, EXIM will work to establish a regular clearance submission. As this request for approval concerns an urgent safety need, EXIM is also seeking OMB’s approval to waive the need for



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the Federal Register Notices otherwise required by 5 C.F.R. 1320.5(a)(1)(iv) and 1320.8(d)(1) prior to publication and implementation of this disclosure.

We would appreciate if you could please provide an approval/ disapproval determination of this request to collect information under an emergency clearance by close of business on Monday December 6, 2021.

Sincerely,

Nakia Burton

Nakia R. Burton
Assistant Director of Human Resources
Office of Human Capital

Enclosure:
As stated