



Federal Communications Commission  
Washington, D.C. 20554

May 26, 2022

**VIA ELECTRONIC MAIL**

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

Dear Ms. Block:

The Federal Communications Commission (Commission or FCC) requests Office of Management and Budget (OMB) approval to submit the information collection described herein under the “emergency processing” provisions of the Paperwork Reduction Act (PRA) of 1995, 5 CFR 1320.13. The Commission is requesting clearance for a new information collection entitled 3060-[XXXX], Vaccination Documentation for Prospective New Employees. For the reasons explained below, we respectfully request OMB approval for this new information collection at the earliest possible time.

***Background***

The information collection requirements to be reported under this new collection were originally the result of requirements imposed by an Executive Order issued by President Biden regarding mandatory COVID-19 vaccination among Federal employees.

On September 9, 2021, President Biden issued Executive Order 14043 to protect the health and safety of the Federal workforce and to promote the efficiency of the civil service. Pursuant to the Executive Order and implementing guidance, the Federal Communications Commission (FCC) informed its workforce that, other than in limited circumstances where a reasonable accommodation is legally required, all employees needed to be fully vaccinated against COVID-19 by November 22, 2021, regardless of where they are working. Although the vaccination requirement issued pursuant to E.O. 14043 was previously subject to a nationwide injunction and continues to be litigated, the FCC will nevertheless continue to develop and implement health and safety protocols to ensure and maintain the safety of all occupants during standard operations and public health emergencies or similar health and safety incidents, such as the current pandemic, and will continue to request that workers report on their vaccination status. For some special categories of individuals, such as potential future employees, the FCC is

required to obtain OMB approval prior to collecting such information. That is the subject of this request for emergency processing.

***Request for Emergency Processing***

Through this proposed collection, the FCC plans to require prospective future employees to submit documentation showing proof of COVID-19 vaccination after a tentative job offer has been extended and while a background security check of the individual is being performed.

Accordingly, as provided under 5 CFR § 1320.13, *Emergency Processing*, the FCC is requesting emergency processing for this new collection of information as specified in the Paperwork Reduction Act of 1995 and its implementing regulations. Specifically, the FCC cannot reasonably comply with normal clearance procedures because the use of normal clearance procedures is unlikely to be complete in time to allow the collection of COVID-19 vaccine documentation for a large number of prospective future employees for whom a tentative offer has been extended during the spring and early summer, and is thus likely to impact the health and safety of its existing workforce.

Due to the emergency nature of this request, the Commission is also requesting a waiver of the requirement to publish notice in the Federal Register.

The Commission's staff is ready to work with your PRA Desk Officer to immediately provide any additional information needed to facilitate OMB's approval of this emergency request for this new information collection. Please have your PRA desk officer contact Nicole Ongele at (202) 418-2991, or [Nicole.ongele@fcc.gov](mailto:Nicole.ongele@fcc.gov), if there are any questions or any additional information that may be needed.

Sincerely,

Mark Stephens  
Managing Director

Enclosure