



**United States Department of State**

*Bureau of Global Talent Management  
Washington, D.C. 20520*

December 8, 2021

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 information collection, the COVID-19 Vaccination Requests for Waiver, OMB Control No. 1405-XXXX, 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 is essential to implement the Department's health and safety measures included within recent Centers for Disease Control and Prevention and Safer Federal Workforce Task Force Guidance. Government agencies have an urgent need to require vaccinations from prospective employees per Executive Order 14043; at the same time, some of those employees have a legal right to claim a religious or medical exception from this vaccination requirement.

Moreover, I have determined that because of the nature of the public health emergency and the urgent need for this collection, it is impracticable for the Department to consult in advance with interested agencies and members of the public in order to minimize the burden of the collection of information pursuant to 5 C.F.R. 1320.13(c). The Department estimates that this collection will entail minimal public burden.

Therefore, the Department of State requests a 180-day emergency clearance so that eligible individuals may claim the appropriate exception to the vaccination requirement in advance of their entry upon duty into the federal workforce. During the 180-day approval, the Department will work to establish a regular clearance submission of this information collection request under the Paperwork Reduction Act procedures. As this request for approval concerns an urgent safety need, the Department is also seeking OMB's approval to waive the need for 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 December 10, 2021.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeanne Juliao". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Jeanne M. Juliao  
Deputy Assistant Secretary  
Bureau of Global Talent Management

Drafted: L/M – Alice Kottmyer

Cleared:

GTM: Pamela Bentley (ok)

A/GIS/DIR: Chantal Douglas (ok)