

**Congress of the United States**  
**Washington, DC 20515**

February 5, 2021

The Honorable Kathleen McGettigan  
Acting Director  
Office of Personnel Management  
1900 E Street, N.W.  
Washington, D.C. 20405

Dear Acting Director McGettigan:

We write to request that federal employees be given the option of administrative time off to receive a COVID-19 vaccine.

We understand that some federal agencies are not providing employees with administrative time off to receive a COVID-19 vaccine. Under current Office of Personnel Management (OPM) guidelines, it is advised that administrative leave policies across individual agencies satisfy that the absence is directly related to the agency or departments mission.<sup>1</sup> Given the Centers for Disease Control's (CDC) guidance that approved COVID-19 vaccines are highly effective at preventing death and infection as well as the societal need for as many vaccinated individuals as possible in order to eliminate the virus, it is imperative that the federal government take every possible step to encourage federal employees to receive the vaccine, including providing them with the administrative time to do so.<sup>2</sup>

The health and safety of federal employees is absolutely paramount to the mission of every federal agency. Our federal employees have been challenged throughout this pandemic by adjusting their jobs to work under these strenuous circumstances. Ensuring an environment for employees to easily vaccinate is the fastest way for federal agencies to be able to function at in their most productive level.

We must continue to do all that we can to ensure federal employee safety. Mandating that federal agencies provide administrative time to get vaccinated is a necessary step, and allowing a couple additional days of paid sick leave for any post-vaccination symptoms is common sense.

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<sup>1</sup> Office of Personnel Management. "Fact Sheet: Administrative Leave" <https://www.opm.gov/policy-data-oversight/pay-leave/leave-administration/fact-sheets/administrative-leave/>

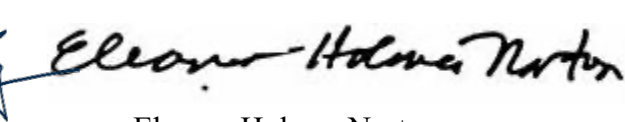

<sup>2</sup> Centers for Disease Control "Benefits of Getting a COVID-19 Vaccine" January 5, 2021. <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/vaccine-benefits.html>

Please respond by February 19, 2021. We look forward to your response.

Sincerely,



Donald S. Beyer Jr.  
Member of Congress



Gerald E. Connolly  
Member of Congress

Eleanor Holmes Norton  
Member of Congress



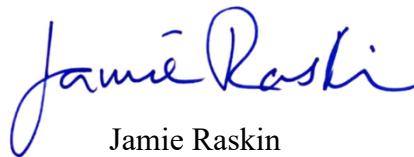
David Trone  
Member of Congress



Jennifer Wexton  
Member of Congress.



Anthony G. Brown  
Member of Congress



Jamie Raskin  
Member of Congress