



UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA

NOTICE *from the* CLERK

Notice of Policy Regarding COVID-19 Vaccination and Testing

The United States District Court for the Central District of California had adopted a policy regarding COVID-19 vaccinations and testing. The policy is necessary to combat the spread of COVID-19 and protect the health and safety of the Court's employees, volunteers, and contractors, as well as members of the public and others within the Court community. The Court announces the following regarding the policy.

Effective October 1, 2021:

Vaccination Requirement

- All employees (including Judges and chambers staff) and volunteers (including interns and externs), regardless of telework status, and all judiciary contractors working onsite at a courthouse or Probation and Pretrial Services office ("Court Facility") must be fully vaccinated against COVID-19.

Vaccination Status Reporting

- To facilitate effective administration of the vaccination requirement, employees, volunteers, and onsite judiciary contractors are required to report their vaccination status by completing the vaccination attestation form.
- All employees and volunteers must complete the vaccination status attestation form, regardless of their telework status, by October 15, 2021.
- Future employees and volunteers must complete the attestation form at least one week before their start date.
- Judiciary contractors must complete and submit the vaccination status attestation form to Human Resources when working at any Court Facility. The U.S. Postal Service and other courier services delivering mail and packages to the judiciary are exempt from completing this form.

All posted notices are also available on the Court's public website at www.cacd.uscourts.gov.

Medical or Religious Exemptions

- Employees and volunteers who are not vaccinated due to a documented medical condition or a sincerely held religious belief may seek an exemption from the vaccination requirement. Exemption requests will be individually assessed based on the particular circumstances of the request.
- Exemption requests must be submitted by October 15, 2021.
- Future employees and volunteers who seek an exemption must submit the request at least one week before their start date.

Unvaccinated Individuals

- Any employee or volunteer with an approved exemption or awaiting a decision on an exemption request who has not yet returned to work at a Court Facility must provide proof of a negative COVID-19 test taken within three days before the date they need to physically return to work in a Court Facility. Once onsite work has resumed, they must submit to and report the results of twice-weekly testing for COVID-19.
- Beginning on October 15, 2021, any employee or volunteer with an approved exemption or awaiting a decision on an exemption request who has already resumed work at a Court Facility must submit to and report the results of twice-weekly testing for COVID-19.
- Unvaccinated employees and volunteers are prohibited from work-related travel outside the district without Court Unit Executive or Chief Judge approval.

Daily Health Screen

- Regardless of vaccination status, all employees, volunteers, and onsite judiciary contractors reporting for duty at a Court Facility are required to conduct a daily self-assessment for any COVID-19 symptoms.
- Any individual exhibiting COVID-19 symptoms must remain away from the Court Facility and notify the Court as described in the Court's COVID-19 Incident Response Protocol. Individuals exhibiting symptoms are expected to be tested for COVID-19, and proof of testing and/or test results shall be provided to management upon request.

The Court's policy can be found [here](#). The policy may be modified as necessary and will remain in effect until the Court determines otherwise.

Kiry K. Gray
District Court Executive/Clerk of Court
October 1, 2021

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