#### As of October 6, 2021

This fact sheet provides guidance for complying with COVID-19 safety protocols for visitors to FBI facilities. Please direct any questions or concerns you have to your visit sponsor. Your sponsor also will provide information on security requirements.

## **Required Actions for Visitors:**

- Complete the <u>self-screening health questionnaire</u>. Follow the instructions based on your answers to the questionnaire to determine if you are eligible to enter the FBI facility or if you must contact your sponsor to reschedule.
- 2. Complete the <u>Certification of Vaccination</u>.
- 3. If you do not attest to being fully vaccinated, you must provide proof of negative COVID-19 test results (on a dated report) taken in the past three days.\*
- 4. Bring hardcopies or a scan/photo of the required forms/test results with you on the day of your visit.

### What if You Do Not Meet the Requirements to Enter the FBI Facility?

If you report health symptoms identified in the self-screening health questionnaire or have inadequate testing/vaccination documentation, the sponsor will not allow you to enter the facility. Please reschedule the visit when you can meet the requirements or conduct the meeting virtually or by phone.

# **Accessing the FBI Facility**

Bring your sponsor's name and contact information with you to the FBI facility. When you arrive, your sponsor will verify (but not collect) your responses to the health questionnaire, the Certification of Vaccination form, and (if necessary) the dated report of negative COVID-19 test result. You can respond to the health questionnaire orally and may present a scan or photo of the completed Certificate of Vaccination form or dated report of negative test result. While at the facility, you may be asked to present the documents to other FBI personnel who have a need to know, such as security officials or FBI employees responsible for ensuring that health and safety protocols are followed.

#### **Additional Information**

What will happen to my forms and test results?

The FBI will not collect your forms. You must hold onto your forms during your visit.

Can I email my forms and test results ahead of time?

No, the FBI will not collect or maintain these forms or any health information from visitors. FBI personnel will delete emails with these forms or COVID-19 test results.

<sup>\*</sup>Commercially available rapid antigen tests that simply provide results without a dated report are not acceptable for this requirement. PCR or antigen tests with dated results are acceptable.



Can I use my CDC COVID-19 Vaccine Card in place of the Certification of Vaccination Form?

No. The DOJ COVID-19 Health and Safety Policy for Visitors currently does not allow vaccination cards, only the Certification of Vaccination Form.

Will FBI employees or onsite contractors share the information from my forms?

No, all employees or onsite contractors who learn of a visitor's medical information must keep it confidential to the greatest extent possible. This information will only be shared with those with a need to know.

Are there other safety requirements of which I should be aware?

Visitors must comply with all applicable local and FBI health and safety requirements (e.g., face coverings and physical distancing). Even fully vaccinated people must wear a face covering at all times in FBI facilities in areas with substantial or high <a href="COVID-19">COVID-19 transmission</a>. If you develop symptoms of COVID-19 or have a positive COVID-19 test result up to 14 days after the visit, you must notify your sponsor.