

DAD 2021-02: COVID-19 Entry Procedures for On-Site Contractors Reporting to DOT Facilities Frequently Asked Questions

IMPORTANT DISCLAIMER: Responses provided herein regarding the Department of Transportation's (DOT) policy on contractor attestation are answers to frequently asked questions as they exist today. DOT encourages contractor firms and contractor employees to visit this site frequently for updates to responses as the situation regarding the COVID-19 global pandemic evolves. For the most up to date information and details surrounding this evolving public health emergency, please visit the [Safer Federal Workforce Task Force](#) website.

Form Questions:

1. Where should contractor firms/contractor employees submit the contractor attestation form?
 - **ANSWER:** In accordance with DOT Acquisition Directive (DAD) No. 2021-02, DOT will not collect forms from contractor firms or contractor employees directly. Contractor employees should reach out to their employer for directions and/or additional information on submission of forms.
2. What information should contractors/contractor employees enter into the blanks on the form?
 - **ANSWER:** The blanks on the bottom of p. 3 under the "Directions and notice to Federal contractors" and p. 4 are the only fields applicable to contractor employees. The name and contact information for the contractor employee's Government Contracting Officer's Representative (COR) should be entered for the p. 3 blank and "Department of Transportation" for the blank on p. 4.
3. Who should I contact if I have questions about filling out the form?
 - **ANSWER:** Contractor employees should reach out to their employer, the Government Contracting Officer (CO) or COR with questions regarding the form.

Testing Questions:

4. What is the agency enrolled testing program referred to in the certification form? Is that something that contractors can participate in?
 - **ANSWER:** Additional guidance regarding testing requirements is forthcoming.
5. Are there any restrictions on the type of tests that must be used? In particular, are at-home COVID tests allowable?
 - **ANSWER:** Please review the [Testing FAQs](#) on the Safer Federal Workforce Task Force website.
6. How is the 3-day period defined?
 - **ANSWER:** The 3-day period is defined as three calendar days. As an example, if a negative test result was received on Monday morning, the result would be acceptable through Thursday.
7. Who is responsible for paying for individual contractor employee testing?
 - **ANSWER:** Costs related to testing and time spent getting tested for contractor employees shall be charged in accordance with the company's disclosure statement and accounting policies. Additional guidance regarding testing requirements is forthcoming.

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Other Questions:

8. How is this policy impacted by Executive Order (EO) No. [14042](#) – *Ensuring Adequate COVID Safety Protocols for Federal Contractors*?
 - **ANSWER:** DOT has issued Federal Acquisition Regulation (FAR) Class Deviation No. 2022-01 (available [here](#)) to implement requirements associated with EO 14042. This DAD continues to apply to all applicable contracts where the clause required by DOT FAR CD 2022-01 has not yet been incorporated. Once the FAR deviation clause provided under DOT FAR CD 2022-01 is incorporated into the contract/order, this DAD no longer applies.
9. I'm a contractor employee that needs to enter a DOT building or operational facility as part of the work under my contract, what documentation do I need to enter the facility?
 - **ANSWER:** Determine whether DOT FAR CD 2022-01 applies to your contract. If yes, please coordinate with your employer to ensure you meet requirements for entry into Federal buildings and/or that you are complying with terms and conditions of your contract. If DOT FAR CD 2022-01 does not apply to your contract, in accordance with DAD No. 2021-02, contractor employees must always carry a copy of their attestation form on their person while in a DOT facility or operational location. Additionally, if the contractor employee is not vaccinated or refuses to answer on the attestation form, the contractor employee must have a copy of their negative test results dated within the past 3 days.
10. Are DOT Federal employees also required to complete attestation of their vaccination status?
 - **ANSWER:** Federal employees are required to comply with all Executive Orders, OMB and Safer Federal Workforce guidance with regards to attestation. Please visit the Safer Federal Workforce website [here](#) for additional information and resources.
11. What happens if a contractor employee's status changes (i.e., becomes vaccinated after initial submission of the form to their employer)?
 - **ANSWER:** If an individual's status changes while DOT's DAD policy is in effect, they should complete a new attestation form and submit it in accordance with their employer's established policies and procedures.