
NARA Notice 2020-186: Phase I reopening of the National Archives at Atlanta, the Atlanta Federal Records Center, and George W. Bush Presidential Library

Mon, Sep 21, 2020



To: All Employees.

Attention supervisors: If you have employees who do not have access to a computer, please ensure that those employees receive a copy of this notice. This includes employees on LWOP or paid leave.

I am pleased to announce that three more NARA facilities have entered into Phase I of our [Phased Reopening Plan](#). Based on local public health conditions and the readiness of each facility, I have authorized Phase I reopening of the National Archives at Atlanta in Morrow, GA, the Atlanta Federal Records Center at Ellenwood, GA, and the George W. Bush Presidential Library in Dallas, TX.

All three facilities have met NARA's criteria to enter into Phase I: procedures are in place for cleaning, social distancing, health assessments, and contact tracing; state and local government policies permit reopening; dependent care and public transportation limitations will not impede reopening; and sufficient staff are available to perform on-site Phase I work functions. In each case, local public health conditions in the surrounding counties support reopening the facilities.

These facilities will follow the same procedures and limitations announced in [NARA Notice 2020-134](#). Staff will not be scheduled to return before September 28. Staff at all facilities should not return to the worksite until you are contacted by your supervisor and have scheduled your return.

If you need support or assistance coping with the stress of the pandemic, please take advantage of the Employee Assistance Program (EAP). EAP services are free, confidential, and available to all NARA employees, supervisors, and family members. EAP counselors are available 24 hours a day, seven days a week, by telephone 24/7 at 1-800-222-0364 (TTY 1-888-262-7848) or online at www.FOH4YOU.com. EAP information can also be found at the NARA@work EAP page.

Today's announcement brings NARA to 36 facilities authorized to enter into Phase I reopening. We will continue to monitor local public health metrics at all NARA facilities and will reopen or close additional facilities when local conditions require a change in NARA's operating status.

Thank you for your patience and flexibility as we carefully reopen our facilities and restore our mission functions and operations.

DAVID S. FERRIERO
Archivist of the United States

If you have questions about this notice, contact:

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