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## NARA Notice 2021-149: Staff and Public Reopenings

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Mon, May 24, 2021



**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.

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I am pleased to announce that multiple NARA facilities have progressed within our [Phased Reopening Plan](#) and will expand their on-site activities for staff or the public.

I have authorized the Phase One reopening of the National Archives at Atlanta in Morrow, GA, the Atlanta Federal Records Center (FRC) in Ellenwood, GA, the Franklin D. Roosevelt Presidential Library in Hyde Park, NY, and the George H. W. Bush Presidential Library in College Station, TX. All four facilities have met all of NARA's criteria to progress to the next phase of reopening and will return to Phase One staffing levels no earlier than June 1.

The Jimmy Carter Presidential Library in Atlanta, GA, and the Office of the Federal Register in Washington, DC, have progressed to Phase Two this week. Both facilities have demonstrated readiness to progress to Phase Two and have completed three consecutive weeks in Phase One and with local public health metrics that satisfy our reopening standard. Both facilities will return to Phase Two staffing levels no earlier than June 1.

Finally, we will begin a limited public reopening of exhibit space at the Harry S. Truman Presidential Library at Independence, MO, beginning on May 26. The Truman Library is in Phase Two, has an approved museum reopening plan and contact tracing procedure, and has experienced a sustained period of local public health conditions that meet or exceed our reopening standard.

All seven facilities have met NARA's progression criteria: local public health conditions support reopening; sufficient staff are available to perform on-site work functions; the facility has sufficient supplies of Personal Protective Equipment (PPE); and procedures are in place for safely performing on-site work functions, as well as cleaning, physical distancing, health assessments, and contact tracing.

All facilities are located in counties with local public health metrics below NARA's targets for safe reopening of 200 new cases per 100,000 population and 10 percent positivity over the last 14 days. New case and positivity data for each NARA facility will be posted later today to the [ICN COVID-19 Coronavirus Resources page](#).

The facilities that are reopening to staff will progress to Phase One or Phase Two, as appropriate, according to the procedures announced in [NARA Notice 2021-089](#). Staff should not return to the worksite until you are contacted by your supervisor and have scheduled your return. The Truman Library will reopen to the public according to the procedures for public reopening that we announced in [NARA Notice 2021-146](#).

Please take care of yourselves and each other. 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](http://www.FOH4YOU.com). EAP information can also be found at the [NARA@work EAP page](#).

As of today, 38 NARA facilities are in some stage of reopening. Twenty-eight facilities are in Phase Two reopening, ten facilities are in Phase One, and two facilities remain closed. 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 begin to restore our mission functions and operations.

DAVID S. FERRIERO  
Archivist of the United States

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**If you have questions about this notice, contact:**

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