



REQUEST FOR RELIGIOUS EXCEPTION TO THE COVID-19 VACCINATION REQUIREMENT

Government-wide policy requires all Federal employees as defined in 5 U.S.C. § 2105 to be vaccinated against COVID-19, with exceptions only as required by law. In certain circumstances, Federal law may entitle a Federal employee who has a religious objection to the COVID-19 vaccination requirement to an exception from that requirement, in which case the employee would instead comply with alternative health and safety protocols. The Federal Government is committed to respecting the important legal protections for religious liberty.

To request a religious exception, please fill out this template. The purpose of this template is to start the accommodation process and help DOE determine whether you may be eligible for a religious exception. **You do not need to answer every question on the template to be considered for a religious exception, but we encourage you to provide as much information as possible to enable DOE to evaluate your request.** Where there is an objective basis to do so, DOE may ask you for additional information as needed to determine if you are legally entitled to an exception. Objections to COVID-19 vaccinations that are based on non-religious reasons, including personal preferences or non-religious concerns about the vaccine, do not qualify for a religious exception.

DOE may consider several factors in assessing whether a request for an exception is based on a sincerely held religious belief, including whether the employee has acted in a manner inconsistent with their professed belief. But no one factor is determinative. An individual's beliefs—or degree of adherence—may change over time and, therefore, an employee's newly adopted or inconsistently observed practices may nevertheless be based on a sincerely held religious belief. All requests for a religious exception will be evaluated on an individual basis.

Signing this form constitutes a declaration that the information you provide is, to the best of your knowledge and ability, true and correct. Any intentional misrepresentation to the Federal Government may result in legal consequences, including termination or removal from Federal Service.

CONTACT INFORMATION

Date: _____

Last Name

First Name

Email

Phone No.

Job Title / Pay Plan-Series-Grade

Organization

Supervisor's Name

Supervisor's Email

Supervisor's Phone No.

Identify the name and location of the applicable Servicing Human Resources Office or Shared Service Center

DETAILS OF YOUR REQUEST

1) Please describe the nature of your objection to the COVID-19 vaccination requirement.

2) Would complying with the COVID-19 vaccination requirement substantially burden your religious exercise or conflict with your sincerely held religious beliefs, practices, or observances? If so, please explain how.

3) How long you have held the religious belief underlying your objection to the COVID-19 vaccines?

4) Is your religious objection to the use of all vaccines, COVID-19 vaccines, a specific type of COVID-19 vaccine, or some other subset of vaccines?

5) Have you received vaccines as an adult against any other diseases (such as a flu vaccine or a tetanus vaccine)?

6) Please provide any additional information that you think may be helpful in reviewing your request.

I, _____, certify that the above information is true and correct to the best of my knowledge, and I understand that any intentional misrepresentation contained in this request may result in the withdrawal of any religious accommodation granted. I also understand that the contents of this request will be shared only as necessary to consider the approval and/or implementation of an appropriate accommodation.

Signature

Date

PRIVACY ACT STATEMENT

AUTHORITY: The Americans with Disabilities Act Amendment Act of 2008 (42 U.S.C. § 12101 et seq.) and the Department of Energy Organization Act (42 U.S.C. § 7101) authorizes the collection of this information. The information provided through this form is covered by two DOE Privacy Act systems of record, DOE-33, Personnel Medical Records, and DOE-41, DOE-41, Legal Files (Claims, Litigation, Criminal Violations, Patents, and Others), which were last updated in volume 74 of the Federal Register, pages 993-1035, published on January 9, 2009.

PURPOSE: This information is needed to evaluate and process employee requests for reasonable accommodation at the Department of Energy.

ROUTINE USES(S): This information will be used by and disclosed to DOE personnel, contractors, or another federal agency who will need the information to facilitate credentialed access to a federal government facility. DOE may disclose this information in courts or in administrative proceedings, to the tribunals, counsel, other parties, witnesses, and the public (in publicly available pleadings, filings, or discussion in open court) if the disclosure is relevant and necessary for the proceeding and compatible with the purpose for which the Department originally collected this information. This information may be provided to DOE employees or contractors who have a need for the information in the performance of their duties or to fulfill contract requirements, pursuant to the purposes established in DOE-33 and DOE-41.

DISCLOSURE: This information (including additional identifying data) is required and necessary to process an individual's request for reasonable accommodation. A request cannot be processed if required information is missing.

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VISIT Us: HCnet.doe.gov/reasonable-accommodation



U.S. DEPARTMENT OF
ENERGY