



Farm Production  
and Conservation

Farm  
Service  
Agency

Field Operations

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September 22, 2021

**TO** FSA State Committee Members

FSA County Committee Members and Advisors

**THROUGH:** FSA Acting State Executive Directors

**FROM** Zach Ducheneaux   
Farm Service Agency Administrator

**SUBJECT: Vaccination Requirements for STC and COC Members and Advisors**

As outlined in the attached letter signed by the USDA Secretary, Thomas J. Vilsack, all employees within the FPAC mission area are subject to Executive Order 14043, Requiring Coronavirus Disease 2019 Vaccination for Federal Employees. Vaccination against COVID-19 prioritizes the health and safety of our employees, their families, and the communities in which they serve. This vaccination requirement includes all FSA State and County Committee members and Advisors, subject to such exceptions only as required by law.

President Biden's call to duty for Federal Executive Branch Employees is to lead by example and be fully vaccinated (meaning at least two weeks past the final dose) by no later than November 22, 2021. For those of you who still need to be vaccinated, below are interim deadlines that will ensure you are two weeks from your last dose and thus fully vaccinated by the November 22<sup>nd</sup> deadline.

- **October 11:** First dose deadline (Moderna COVID-19 vaccine)
- **October 18:** First dose deadline (Pfizer COVID-19 vaccine)
- **November 8:** Second dose deadline (Moderna and Pfizer vaccine)
- **November 8:** First (only) dose deadline (Johnson and Johnson COVID-19 vaccine)
- **November 22:** Federal employees must be fully vaccinated

Please be aware that USDA employees will be required to provide more information about vaccine status, including proof of vaccination. In the upcoming days, USDA Pandemic Coordinators will work with Agency Leadership regarding this information and will communicate requirements to all employees.

Cc: Steve Peterson, Associate Administrator  
Marcus Graham, Deputy Administrator for Field Operations  
Linda Treese, Acting Assistant DAFO  
Ryan Lukassen, Assistant to DAFO  
DAFO Division Directors  
FSA Administrative and Executive Officers



## United States Department of Agriculture

Office of the Secretary  
Washington, D.C. 20250

**September 20, 2021**

On September 9, 2021, President Joseph R. Biden issued Executive Order 14043, Requiring Coronavirus Disease 2019 Vaccination for Federal Employees. The Executive Order provides that the health and safety of the Federal workforce and the efficiency of the civil service require immediate action to protect the Federal workforce and individuals interacting with the Federal workforce. The Delta variant is significantly more contagious than earlier strains of the coronavirus and now accounts for over 99% of all new cases in the country. As the science about the COVID-19 pandemic evolves, the number one priority is protecting the health and well-being of our employees and their families and children, contractors, and visitors at USDA. It is essential that USDA takes all available steps to protect our workforce and their families and avoid spreading COVID-19 to co-workers and members of the public. The CDC has found that the best way to do so is to be vaccinated.

As the Secretary of the U.S. Department of Agriculture, and in light of the public health guidance regarding the most effective and necessary defenses against COVID-19, I have determined that to promote the health and safety of our workforce and their families and children, it is necessary to require COVID-19 vaccinations for Federal General Schedule (GS) employees, non-Federal County Office (CO) employees in the Farm Service Agency (FSA), and elected or appointed FSA County and State Committee members (collectively “non-Federal employees”), in addition to those covered via E.O. 14043, subject to such exceptions only as required by law. USDA Federal and non-Federal employees must be fully vaccinated regardless of whether they work on-site, are on mandatory telework, or are remote employees. Sources of Secretarial authority for County Office personnel management programs are the Soil Conservation and Domestic Allotment Act (16 U.S.C. 590h) as amended, 5 U.S.C. 8901 as amended, and 7 CFR Part 7, which governs FSA County and State Committees. Further instruction on implementing this requirement as a condition of employment will be provided by the Department.

Thank you for your continued patience, dedication to our mission and more importantly for your tireless commitment to public service and public good.

A handwritten signature in blue ink that reads "Thomas J. Vilsack". The signature is fluid and cursive.

Thomas J. Vilsack  
Secretary