


Inter Office
Memorandum

DEPARTMENT OF PUBLIC SAFETY

No. _____
Suspense: _____

September 10, 2021

TO: Deputy Directors, Division Administrators, Administrators, and Contracting Programs

FROM: Max Otani, Director 

SUBJECT: **GOVERNOR'S EXECUTIVE ORDER NO. 21-07
CONTRACTORS AND VISITORS ACCESS TO STATE PROPERTIES**

You are responsible for ensuring that your contracting entities and visitors are made aware of the attached directive and the Governor's Executive Order No. 21-07 (the "Order").

Although the Order is directed at contractors and visitors, PSD is responsible for its implementation. It is important that contractors and visitors are fully aware of the Order because their failure to comply will preclude them from entering any State facility, and contractors may also be subject to contractual remedies or other remedies as allowed under the law. To this end, programs bringing contractors who will be performing work in PSD facilities and worksite, and programs allowing entry of visitors into PSD facilities and worksite, are required to provide a copy of the accompanying directive (Attachment 1) and Executive Order No. 21-07 (Attachment 2) in advance of the visit.

Each division or program shall be responsible for determining the verification/attestation process:

- (1) Contractors – submission of attestation for their employees' vaccination status and weekly verification that any unvaccinated or partially unvaccinated employee is subject to regular COVID-19 testing that shall occur at least once a week; and
- (2) Visitors – verification of vaccination status or negative test result, including the use of official documentation and use of various publicly available health status applications.

Attachments:

- Att. 1 – Memorandum to Contractors and Visitors Entering PSD Facilities Worksite
Att. 2 – Executive Order No. 21-07 – Access to State Property