



State of Arkansas COVID-19 Return to On-Site Work Requirements As of January 2022

The State's requirements for returning to on-site work have evolved as vaccines become more available and as new variants of COVID-19 have emerged. At present, all State employees have returned to work on-site.

Departments, including those with situation-specific guidance, should continue to follow Arkansas Department of Health (ADH) COVID-19 requirements for their operations. Department human resources staff will contact The Department of Transformation and Shared Services with any questions that cannot be resolved at the Department level. State employees should refer to their respective Department Return to Work Plan for Department-specific procedure and guidance. The following return to on-site work requirement is implemented:

- State employees who have COVID-19 shall not return to on-site work. State employees recovering or recovered from COVID-19 should follow ADH guidance and the guidance of their doctor.
- Any State employee who tests positive for COVID-19 shall immediately follow his or her Department-specific procedure and guidance to report the positive results.
- Departments must comply with ADH guidelines on the number of participants in work-related conferences. The venue must accommodate sufficient social distancing. Participants are encouraged to utilize a video or call-in option.
- All business travel must still be approved by the Secretary of the Department.
- State employees who are required to quarantine should contact their Department to see if working remotely is authorized. If remote work is not possible, the employee must use his or her accrued leave following the Updated COVID-19 Leave Policy.
- Department Secretaries may designate positions that are eligible to receive Extraordinary Leave. This leave requires executive approval prior to granting.

The following requirements are implemented as it relates to COVID-19 vaccinations:

- Departments must provide reasonable time for State employees to receive COVID-19 vaccinations on days the State employee has scheduled to receive the vaccination. This time will be in addition to the State employee's allowed breaks. State employees must still perform the duties of their workday.

As we continue to advance the response to COVID-19 regarding the on-site work requirements for State employees, updated requirements that may increase, or ease restrictions will be released.