



Social Security Administration (SSA)

Workplace Safety Plan

October 31, 2024

Introduction

Pursuant to [Executive Order 14122 COVID-19 and Public Health Preparedness Response](#), SSA is implementing this Workplace Safety Plan (WSP). The WSP is a living document, which we update pursuant to the Office of Pandemic Preparedness and Response Policy (OPPR), and implementing guidance issued in the Office of Management and Budget (OMB) memo M-24-12, guidance from other Federal agencies, and mission needs. This updated version of our WSP supersedes the COVID-19 WSP 3.1 dated July 3, 2023. This update is being implemented upon satisfaction of applicable labor obligations with labor unions representing our employees. We respect the important role of our labor unions and are committed to communicating regularly with employee representatives on workplace safety matters.

We communicate all safety policies to employees via our normal Personnel Policy Manual (PPM) chapters and negotiated agreements, and managers remind employees of these policies as necessary. Our plan is available to the public on [our website](#).

Health and Safety Provisions

Our existing personnel policies and collective bargaining agreements contain health and safety provisions related to illness and injuries to protect the workforce. Employees should refer to PPM [S810_1](#), Injury, Illness or Death of an Employee at Work. Employees who need to remain at home for an illness or injury may also refer to [PPM S650_1](#), Telework section 5.2.2 on episodic telework or PPM [S650_2](#) Work at Home by Exception Also Known as Temporary Telework for Medical Reasons. The negotiated agreement specific to employees' collective bargaining unit takes precedence over PPM provisions when differences in provisions are identified.

Employees may also refer to the Center for Disease Control and Prevention's (CDC) [Respiratory Virus Guidance](#) for additional recommendations and information to protect themselves from respiratory viruses.

Vaccination

CDC recommends that individuals receive vaccinations for respiratory viruses such as COVID-19 and flu to lower risk from respiratory viruses. Employees should refer to SSA [Influenza Vaccination Program](#) resources on the SSA Medical Office website. Employees seeking time for vaccination may also refer to our existing policies on administrative leave in [PPM S630_9](#), Excused Absence section 3.6 for Preventive Health Screenings, section 5.2.7 on SSA Sponsored or Co-Sponsored Health Programs, and section 5.2.20 on COVID-19 Vaccines and Boosters, which has been updated for OPM [CPM 2024-08](#).

Confidentiality and Privacy

Any medical information collected from individuals will be treated in accordance with applicable laws and policies on confidentiality, privacy, and the security of information technology. Work-related injuries and illnesses will be recorded for the OSHA Illness and Injury Log, when appropriate. Managers may consult the Medical Office (MO) on questions about medical information or concerns. Questions about legal authority to share medical information internally or externally may be directed to the Office of the General Counsel (OGC), Office of General Law, Division 1. When submitting questions to the MO or OGC, managers must exclude identifying information about individuals unless the MO or OGC requests it.