

Bulletin



Update to Verification of COVID-19 Vaccination and Information Regarding Requests for an Exemption

Chief Administrative Officer

Bulletin #2021-243
September 17, 2021

Update to Verification of COVID-19 Vaccination and Information Regarding Requests for an Exemption A Message from the Interim Chief Administrative Officer

Date: September 17, 2021

This communication provides an update to the “Verification of COVID-19 Vaccination” bulletin previously issued on September 3, 2021.

As you are aware, Ordinance No. 187134 became effective on August 25, 2021. The Ordinance requires all City of Los Angeles (City) employees to be fully vaccinated and report their vaccination status by October 19, 2021. LADWP employees are able to provide their vaccination status by submitting proof of vaccination via the [web application](#) or by scheduling a Webex appointment with the Resource Office (to request an appointment, please email VaccineVerification@ladwp.com). As a reminder, employees vaccinated through LADWP’s partnership with the Los Angeles Fire Department do not need to report their status, as this information has already been reported to the City.

Requests for Exemption from COVID-19 Vaccine

Ordinance No. 187134 also provides City employees with the ability to request a medical or religious exemption to be evaluated on a case-by-case basis. As previously mentioned, the impact of the Ordinance, including the exemptions process and non-compliance, is currently being discussed with our labor and management partners.

At this time, employees who would like to submit their intent to request a medical or religious exemption should send an email stating their intent to VaccineVerification@ladwp.com. The email should include the employee’s name, employee identification number, preferred email address, and the statement, “I intend to file for an exemption for a Medical Condition/Religious belief.” Further instruction on the exemption process, including the required exemption forms, will be provided at a later time.



SHANNON C. PASCUAL
Interim Chief Administrative Officer