



U.S. Department of Justice

Bureau of Alcohol, Tobacco,
Firearms and Explosives

REQUEST FOR A RELIGIOUS EXCEPTION TO THE COVID-19 VACCINATION REQUIREMENT

Government-wide policy requires all Federal employees as defined in 5 U.S.C. § 2105 to be vaccinated against COVID-19, with exceptions only as required by law. In certain circumstances, Federal law may entitle a Federal employee who has a religious objection to the COVID-19 vaccination requirement to an exception from that requirement, in which case the employee will be required to comply with alternative health and safety protocols.

To be eligible for a possible exception, you must first establish that your refusal to be vaccinated is based upon a sincere belief that is religious in nature. A refusal to be vaccinated does not qualify for an exception if it is based upon personal preference, concerns about the possible effects of the vaccine, or political opinions.

The Department of Justice and ATF are committed to respecting the legal protections for religious liberty. In order to request a religious exception, please fill out this form so the agency can determine whether you may be eligible for an such an exception. The Deciding Official may ask for additional information as needed to determine if you are legally entitled to an exception.

Signing this form constitutes a declaration that the information you provide is, to the best of your knowledge and ability, true and correct. Any intentional misrepresentation to the Federal Government may result in legal consequences, including termination or removal from Federal Service.

AUTHORIZATION:

I hereby authorize the Department to maintain records with information about my religious beliefs in order to consider my request for a reasonable accommodation.

Employee: _____

Employee's first-line supervisor: _____

QUESTIONS:

1. State the belief/practice/observance that requires you to abstain from receiving a COVID-19 vaccination.
2. Is this belief/practice/observance based on your religion, ethics, or morals? Or, is it more properly characterized as a political belief or a social philosophy? Please explain.
3. What is your membership in a particular church or religious organization, if any?

4. What is the nature of your religious beliefs/practices/observances or ethical/moral beliefs?
5. Where and how do you adhere to these beliefs/practices/observances or ethical/moral beliefs?
6. When did you first begin to embrace the beliefs/practices/observances or ethical/moral beliefs?
7. Have your beliefs/practices/observances or ethical/moral beliefs strengthened or diminished over time and, if so, why?
8. Explain how your religious beliefs/practices/observances or ethical/moral beliefs conflict with the COVID vaccine requirement.
9. If you are requesting a temporary exemption, for what length of time?

Please answer questions 10 and 11 if your religious exemption request is based on the reported use of fetal cells in the development of the COVID-19 vaccine:

10. Do you abstain or have you abstained in the past from other medical care (to include other vaccines, medical procedures, use of over-the-counter medications or prescription medications) because of your religious beliefs/practices/observances or ethical/moral beliefs? If so, which?
11. Do you currently abstain from all of the following medications, which have been reported to use fetal cells in their development: Pepto Bismol, Tylenol, Tylenol Cold & Flue, Aspirin, Motrin, Ibuprofen, Claritin, Lipitor, Zoloft, Ex-Lax, Maalox, Sudafed, Prilosec OTC.

Please provide any additional information and/or documentation that you think may be helpful in processing or substantiating your request for an exemption.

I declare to the best of my knowledge and ability that the foregoing is true and correct.

Print Name

Signature

Date

Privacy Act Statement

Authority: The Department is authorized to collect this information in accordance with 5 U.S.C. chapters 11 and 79, and the functions directed under Executive Order 14043, Requiring Coronavirus Disease 2019 Vaccination for Federal Employees (Sept. 9, 2021). The authority for the system of records notices (SORNs) associated with this collection of information include JUSTICE/JMD-025, DOJ Personnel Public Health Emergency Records System, 86 Fed. Reg. 20739 (April 21, 2021) and OPM/GOVT-10, Employee Medical File System of Records, 75 Fed. Reg. 35099 (June 21, 2010), amended 80 Fed. Reg. 74815 (Nov. 30, 2015). Additional authorities include 5 U.S.C. chapters 33 and 63 and Executive Order 12196, Occupational Safety and Health Program for Federal Employees (Feb. 26, 1980).

Purpose: This information is being collected and maintained to assist the Department in making determinations regarding religious exemption requests and to track such requests.

Routine Uses: While the information requested is intended to be used primarily for internal purposes, in certain circumstances it may be necessary to disclose this information externally, for example to disclose information to: a Federal, State, or local agency to the extent necessary to comply with laws governing reporting of communicable disease or other laws concerning health and safety in the work environment; to adjudicative bodies (e.g., the Merit System Protection Board), arbitrators, and hearing examiners to the extent necessary to carry out their authorized duties regarding Federal employment; to contractors, grantees, or volunteers as necessary to perform their duties for the Federal Government; to other agencies, courts, and persons as necessary and relevant in the course of litigation, and as necessary and in accordance with requirements for law enforcement; or to a person authorized to act on your behalf. A complete list of the routine uses can be found in the SORNs associated with this collection of information.

Consequence of Failure to Provide Information: Providing this information is voluntary, but failure to provide sufficient information in connection with your religious exemption request may delay DOJ's ability to grant or make a determination regarding your request.