

If You Think Your Work Should Be Excepted (Continue During Shutdown)

As indicated in Question 1 of the Agency FAQs, for an employee to be excepted from a furlough the law requires that the employee meet the following criteria: (1) performing work essential to prevent imminent threats to human life or the protection of property; (2) involved in the orderly suspension of Agency operations; or (3) performing other limited activities exempted from the furlough (see Qs. 13 and 17-20 of the Agency FAQs). Aside from brief activity needed the first day for an orderly suspension of operations, for NASA almost all "excepted employees" are those involved in protection of life or property.

NASA leadership has developed a process for reviewing new requests to except activities from a furlough. To request that your program or activity be excepted from the furlough:

1. Review the legal criteria and determine which exception applies to your activity;
2. Contact your supervisor* and work the request up your supervisory chain;
3. If your supervisor (or others in chain of command) agrees, then the supervisor works with the Chief Counsel to complete the appropriate official forms;
4. Supervisor submits the request to your Center leadership on the approved forms;
5. If approved by your Center leadership and Center Chief Counsel, the request will be forwarded to the Agency Shutdown Intake inbox.
6. Following OCFO and OGC review, legally sufficient requests are forwarded to the Executive Shutdown Committee led by Melanie Saunders, Agency Deputy Associate Administrator, for disposition.

*If you cannot reach your supervisor (who may be furloughed), please work up your chain of command or contact your Center Chief Counsel.

PLEASE NOTE: WHILE BEING EXCEPTED MEANS THAT YOU ARE GUARANTEED TO BE PAID FOR THOSE HOURS WORKED AS EXCEPTED ONCE NASA REOPENS, IT DOES **NOT** MEAN THAT YOU WILL RECEIVE A PAYCHECK (OR ANY COMPENSATION) WHILE THE SHUTDOWN CONTINUES.