



HR LIAISON NETWORK NEWS

March 11, 2021 | **SPECIAL NETWORK NEWS MESSAGE**

Verification of Compliance with COVID Testing – Certification due by March 18

As a reminder, HR Liaisons have been asked to certify their COVID testing compliance status, in accordance with the instructions communicated in the Special LNN sent on January 26th, linked [here](#). Specifically, HR Liaisons are responsible for clearing employees from their lists prior to emailing Employee Relations that their list is ready for our review of non-compliance. This includes (1) check marking each box of “complete” employees and marking them as “**Completed & Communicate**”, (2) check marking each box for employees who have claimed an exemption and marking them as “**Completed & Communicate**”, AND (3) removing employees for the reasons specified in #step 6 of the Special LNN instructions. Additionally, if a student worker remains on your list, please verify they were on campus during the testing window and should be included in the employee testing requirement. If not, those students need to be cleared also.

To reiterate, HRLs need to certify their list and email Employee-Relations@tamu.edu when the list is ready for review of non-compliance. ***The only employees that should be left on your list are employees that are considered non-compliant for other reasons not identified in the LNN.***

We appreciate your assistance in our continued process to protect the health and safety of our campus community.

If you have already completed the certification, thank you for doing so; please disregard this message.



Division of Human Resources
& Organizational Effectiveness

QUESTIONS? HRnetwork@tamu.edu | 979.862.3854 | 979.845.4141 | [Who to Contact in HROE?](#)

The HR Liaison Network comprises approximately 300 employees who have been designated by their department head to perform HR functions within the department. As partners of the Human Resources organization, HR Liaisons play an important role — from creating a welcoming environment for new hires to maintaining workplace unity while supporting employees and management. Learn more at: employees.tamu.edu/liasons

Past LNN issues
are found online:
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