

**City of Los Angeles**  
**Department of Recreation and Parks**  
**VOLUNTEER'S PROOF OF VACCINATION UPDATE GUIDE**

City of Los Angeles Ordinance 187134, COVID-19 Vaccination Requirement, requires proof of COVID-19 vaccination for all current and future City personnel, including volunteers. This mandate extends to all Recreation and Parks (RAP) volunteers. At this time, there is no vaccine exemption policy for RAP volunteers.

If you are not vaccinated, but want to be, there are many places to get vaccinated for free. Please visit <https://coronavirus.lacity.org> for location options.

**All volunteers cleared since RAP's May 18, 2021 Volunteer Program reopening must be fully vaccinated by October 19, 2021.**

- By October 5, 2021, volunteers must have received their second dose of a two-dose COVID-19 vaccine series (Moderna or Pfizer-BioNTech) or single dose of a single-dose COVID-19 vaccine (Johnson & Johnson/Janssen).

**Human Resources staff record proof of full COVID-19 vaccination through online video meetings, where applicants/volunteers must use a working webcam/smartphone camera to present their:**

**1. Valid photo ID** (provide one ID from the list below)

- State-Issued Driver's License
- State-Issued Identification Card
- U.S. Passport
- U.S. Passport Card
- Uniformed Services Identification Card
- USCIS – Permanent Resident Card (I-551)
- USCIS – Employment Authorization Card (I-766)

**2. Proof of Vaccination**

- Volunteers must provide proof of their vaccination with a CDC vaccine card or image of a CDC vaccine card, a State e-card with QR code, or other documentation from a medical provider.

Volunteers can find available video meeting dates and times by visiting [www.laparks.org/checkvac](http://www.laparks.org/checkvac). Please email questions to [laparks.volunteer@lacity.org](mailto:laparks.volunteer@lacity.org).

**After October 19, 2021, HR is rescinding clearance from all volunteers who have not provided HR proof of full vaccination.**

- After October 19, 2021, volunteers who Human Resources have rescinded clearance from may email [laparks.volunteer@lacity.org](mailto:laparks.volunteer@lacity.org), requesting a video call appointment to show their proof of full vaccination and a valid photo ID.
- Do not email your proof of vaccination as we can only accept it via a live video chat. Email is not considered 100% secure and we want to ensure your information is protected.