

ALERTS

Reminder: New I-9 Takes Effect on September 18th

09.2017

As of September 18, 2017, employers will be required to use the latest version of Form I-9, Employment Eligibility Verification. Form I-9 is required to verify the identity and employment authorization of all employees, including U.S. citizens.

USCIS released the new version of Form I-9 on July 17, 2017. Employers currently have the option to use the new version (dated 7/17/17 N) or continue using Form I-9 with a revision date of 11/14/16 N. However as of September 18, 2017, employers must use the new version.

The latest changes to the form include the following revisions related to the List of Acceptable Documents:

- Consular Report of Birth Abroad (Form FS-240) has been added to List C. Employers completing Form I-9 on a computer will be able to select Form FS-240 from the drop-down menus available in List C of Sections 2 and 3. E-Verify users will also be able to select Form FS-240 when creating a case for an employee who has presented this document for Form I-9.
- All certifications of report of birth issued by the Department of State (Form FS-545, Form DS-1350, and Form FS-240) have been combine into selection C #2 in List C.
- All List C documents have been renumbered except the Social Security card. For example, the employment authorization document issued by the Department of Homeland Security on List C changed from List C #8 to List C #7.

The instructions for Form I-9 have also been revised. The name of the Office of Special Counsel for Immigration-Related Unfair Employment Practices has been updated to its new name (Immigrant and Employee Rights Section) and "the end of" has been removed from the phrase "the first day of employment."

Details and instructions on Form I-9 can be found at USCIS I-9 Central. Please contact an MVA team member if you have any questions or concerns about I-9 compliance.