E-Verify Modernization Overview Webinar
Disclaimer

This presentation is intended for E-Verify employers and their designated agents. This presentation provides basic guidance about the rules and responsibilities during the employment eligibility verification process. For more information visit the [e-verify.gov](https://e-verify.gov) website.

This presentation is not intended for members of the media. For all media inquires visit the [U.S. Citizenship and Immigration Services Media Contacts webpage](https://www.uscis.gov/media-contacts).
Agenda

- Form I-9 & E-Verify Work Together
- E-Verify Modernization
- How to Create an E-Verify Case
- Duplicate Case Alert
- Streamline Tentative Nonconfirmation (TNC) Process
- E-Verify Resources
Form I-9 & E-Verify Work Together

E-Verify Modernization Overview
Form I-9 & E-Verify Work Together

Form I-9 Compliance

All employees MUST

📝 Complete Form I-9, Section 1 by 1st day of work for pay

📝 Choose and present acceptable documents by 3rd business day after work for pay

All employers MUST

📝 Have Form I-9 for all current employees and those within retention period (hired after November 6, 1986)

📝 Use Form I-9 with revision dated 07/17/17 N, for new hires and reverifications

📝 Complete Form I-9, Section 2 by 3rd business day after work for pay

📝 Not use Form I-9 to prescreen
All employees of E-Verify employers:

- ✔ Must provide Social Security number on Form I-9
- ✔ Select acceptable List B document with photo, if provided for Form I-9

All E-Verify employers MUST:

- ✔ Use completed Form I-9
- ✔ Create E-Verify case by 3rd business day after work for pay
- ✔ Enter employee e-mail address into E-Verify if provided on Form I-9
- ✔ Keep copy of photo matching document, if provided
- ✔ Reverify Section 3 of Form I-9 only
In April 2018, E-Verify released a modernized system that helps employers navigate through the system easily, save time and improves system integrity:

- Comprehend and navigate system easily
- Save time during the verification process
- Improve system integrity

Some of the enhancements made were made based on feedback from E-Verify users.
E-Verify Modernization: Comprehend and Navigate System Easily

- Incorporate more plain language for instructions
- Enhance the document number helper text and visuals
- Make the photo matching process more compatible with smartphone and tablets
- Streamline the TNC process so that cases are sent to SSA and DHS simultaneously
- Reduce the steps needed to close a case
- Update the ‘View/Search Cases’ process
E-Verify Modernization: Save Time During the Verification Process

- Provide real-time feedback on errors
- Implement an auto-scroll feature that automatically advances to the next section on the page that needs to be completed
- Created an “Are You Sure?” alert that is personalized to the user and only shows fields that may have triggered a TNC rather than showing all fields.
- Relax permissions to allow general users to see all cases created by a company
- Prevent user in Pending Termination status from submitting new cases
E-Verify Modernization: Improve System Integrity

✔ Alert users earlier in the case creation process when a case is created and duplicate is found

✔ Change the “Hire Date” to the employee’s first day of employment

✔ Update photo matching selection to accommodate situations when a photo display is not of a person

✔ Update the process to improve the initial match rate

✔ Require users to enter reason why employee is working after receiving a Final Nonconfirmation (FNC)
E-Verify Case Processing

Verification Process Overview

CREATE A CASE

1
The employer uses information from the employee’s Form I-9 to create a case in E-Verify.

GET RESULTS

2
E-Verify displays an initial case result within a few seconds, though some cases may require additional action.

CLOSE THE CASE

3
The employer closes the case once E-Verify displays a final case result.
E-Verify Case Processing

E-mail Address

Date of Birth
01/31/1956

U. S. Social Security Number
556-123-45-6789

Employee’s E-mail Address
looneytunes@gmail.com

Modernization Highlights
Enter employee’s e-mail address or select “No email address provided” before continuing.
E-Verify Case Processing
Attestation and Documents

Employer or Authorized Representative Review and Verification

What document types are on Tunes Looney's Form I-9?

- List A Document
- List B & C Document

List A Document
Permanent Resident Card or Alien Registration Receipt Card (Form I-571)

Modernization Highlights
Selected “Citizenship Status” determines available List A, or B and C options.
E-Verify Case Processing

Modernization Highlights

Help text and pictures available to support document number entry
Additional Case Details

Select the Employee's First Day of Employment

- Today
- 1 Day Ago
- 2 Days Ago
- Other

Employee's First Day of Employment

02/27/2018

Employees must be verified within three business days of their first day of employment.

Modernization Highlights
If you select “Other”, the system requires you to manually enter the employee’s first day of employment between 11/07/1986 and 90 business days into the future.
E-Verify Case Processing

Data Entry

Employer or Authorized Representative Review and Verification

What document types are on John Doe's Form I-9?

- List A Document
- List B & C Document

List A Document

Employment Authorization Document (Form I-766)

Alien Number

A4565

Must be exactly 9 digits. Prefix number with 0 if it is shorter.

Document Number

AAA0123456789

Required

The first 3 digits must be alphabetic characters followed by 10 numeric characters.

Modernization Highlights

Immediate prompts for inaccurate data entry
E-Verify Case Processing
Photo Match

Reminder
To help reduce document fraud, when Photo Matching is activated, employers must compare the photo on the document provided by the employee to the photo that appears in E-Verify.
E-Verify Case Processing
Submit Case

Modernization Highlights
Review all information and click “Submit Case”, “Edit Case Details” to update information, or “Save & Exit”.

By clicking ‘Submit Case’ I confirm that the case information accurately reflects the information on the employee’s Form I-9.

Submit Case  Save & Exit
E-Verify Case Processing
Case Result

Verify Employee

<table>
<thead>
<tr>
<th>Verify Employee</th>
<th>Case Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enter Form 1-9 Information</td>
<td></td>
</tr>
<tr>
<td>Review Case</td>
<td></td>
</tr>
<tr>
<td>Case Results</td>
<td></td>
</tr>
</tbody>
</table>

Employment authorized - Case 2018123162  Closed
is authorized to work in the United States and the case has been automatically closed.

View/Print Case Details

View All Cases

E-Verify Modernization Overview

Automatically confirmed as work authorized 98.95%

Confirmed after initial mismatch 0.13%
Not found authorized 0.91%
Contested mismatches not found authorized 0.01%
Unresolved cases 0.29%
Uncontested mismatches 0.62%

Total E-Verify Cases: 8,793,734
Cases Not Found Work Authorized: 80,367
Duplicate Case Alert

Users enter limited information and then the system checks for duplicate cases. If one or more duplicates are found, the user will be notified.

✔️ Reduces data entry

✔️ Improves users’ ability to close cases
If the employer chooses “continue anyway” he or she will have to provide a reason for continuing with this case without closing the previous duplicate cases.

✔ Allows for better record keeping
Streamline TNC Process

1. Employer reviews the Further Action Notice with the employee.

2. If the employee decides to contest the TNC, the Further Action Notice will explain the next steps.

3. The employee has eight federal working days to contact SSA or DHS.
Streamline TNC Process
“Are You Sure?” Alert

TNC enhancements include an alert to identify which field(s) should be reviewed and updated if needed.

✔ Allows users to identify errors and typos more easily
A TNC does not necessarily mean employees are not authorized to work; employees may receive a TNC when:

- Social Security number (SSN) does not match
- Citizenship or immigration status change is not reported
- Name change is not reported
- Information is not entered correctly
**Further Action Notice**

**Tentative Nonconfirmation (TNC)**

(Social Security Administration (SSA) and U.S. Department of Homeland Security (DHS))

For SSA Field Office: Call E-VERIFY at 1-800-984-4801 and see PIDS RM 7245-0654

<table>
<thead>
<tr>
<th>Employer's Last Name, First Name</th>
<th>Employer's Social Security Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employer's A. Number</td>
<td>Employer's Month/Year of Birth</td>
</tr>
<tr>
<td>Date of Tentative Nonconfirmation</td>
<td>Case Verification Number</td>
</tr>
<tr>
<td>Reason for this Notice:</td>
<td></td>
</tr>
</tbody>
</table>

Your employer, [EMPLOYER NAME], participates in E-Verify. E-Verify compares the information that you provided on your Form I-9 (Employment Eligibility Verification) with Social Security Administration (SSA) and Department of Homeland Security (DHS) records to confirm that you are authorized to work in the United States.

**Why you received this notice:**

You received this Further Action Notice from [EMPLOYER NAME] because it appears that some of the information that your employer entered into E-Verify does not match the records that DHS and SSA currently have for you. This does not necessarily mean you gave incorrect information to your employer, or that you are not authorized to work in the United States. There are several reasons why your information may not have matched — you can read more about these reasons online (https://www.uscis.gov/e-verify/employees/tentative-nonconfirmation-overview).

Next, you will need to take a few steps before E-Verify can let your employer know that you are authorized to work in the United States.

**What you need to do:**

1. Review your information at the top of this page. Let [EMPLOYER NAME] know if there are any errors. Your employer will be able to close this case and input your information in E-Verify again with the correct information, hopefully resolving this case. If your information is correct, move to step 2.

2. Decide if you want to take action to resolve this case. If your information above is correct, then you can choose to take action to correct your record so that DHS and SSA records reflect that you are authorized to work in the United States. If you decide not to take action to resolve this case, E-Verify will be unable to confirm that you are authorized to work in the United States and your employer can terminate your employment.
Streamline TNC Process
Referral Date Confirmation

E-Verify Modernization Overview
Employers should

- Display E-Verify participation poster
- Display You Have Rights posters
- Contact Immigrant and Employee Rights (IER) with questions regarding discrimination:

1-800-255-8155 (TDD: 1-800-362-2735)
Additional Resources

- Engage with us online and via Social Media

✔ Visit our public website [www.E-Verify.gov](http://www.E-Verify.gov)

✔ Check out our Videos, E-Verify User Manual, Job Aids, Fact Sheets, Reports and more on the Employer Resources page

✔ Check out our additional websites [I-9Central](http://I-9Central), [myE-Verify](http://myE-Verify)

✔ Subscribe to our [E-Verify Connection](http://E-Verify Connection) newsletter

✔ Follow #E-Verify on [www.Twitter.com/EVerify](http://www.Twitter.com/EVerify)

✔ Watch us on [www.youtube.com/uscis](http://www.youtube.com/uscis)
Take advantage of our FREE Outreach services

- Take additional public webinars
- Request event speakers, customized webinars, or content for your publications
- Seek approval for E-Verify® Logo Authorization

Contact our award winning customer service

- E-Verify e-mail: E-VerifyOutreachSupport@uscis.dhs.gov
Share your feedback

✔️ E-mail webinar comments (with date, time and topic) to
  E-VerifyOutreachSupport@uscis.dhs.gov

✔️ Submit Form I-9, E-Verify and myE-Verify idea and feedback on  E-Verify Listens
Thank You!