

January, 2016

## I-9 Compliance Bulletin

### USCIS Proposes Changes to I-9, Seeks Public Comments

USCIS published a notice in the Federal Register on November 24, 2015 to inform the public of proposed changes to the Form I-9. The public has 60 days to provide comments from that point, until January 25, 2016.

Many of the proposed changes on the new form are touted by USCIS as being intended to help reduce technical errors and allow for electronic completion prior to printing out and signing. Some of the new enhancements proposed include the following:

- Checking certain fields to ensure information is entered correctly;
- Providing additional spaces to enter multiple preparers and translators;
- Drop-down lists and calendars;
- Instructions on the screen that users can access to complete each field;
- Buttons that will allow users to access the instructions electronically, print the form and clear the form to start over;
- A dedicated area to enter additional information that employers are currently required to notate in the margins of the form;
- Will generate a quick-response matrix barcode, or QR code, once the form is printed and can be used to streamline audit processes.
- Requiring employees to provide only other last names used in Section 1, rather than all other names used;
- Streamlining the certification in Section 1 for certain foreign nationals; and
- Separating the instructions from the form to bring the form in line with USCIS' practices.

At the expiration of the 60 day public comment period, USCIS may make additional revisions to the Form I-9 based on comments received, and will publish a second notice for comment. At that point, the public will be allowed an additional 30 day period to provide comment. Comments may be submitted at the following site, by selecting the "Comment Now" tab:  
<http://www.regulations.gov/#/documentDetail;D=USCIS-2006-0068-0246>

Employers should continue to use the current version of the Form I-9 until any new processes and forms are finalized and approved by the Office of Management and Budget, (OMB). At that point, USCIS will make the new form available, and include any new instructions and guidance. USCIS maintains a site—I-9 Central-- that is often a great resource in navigating the general I-9 process and will no doubt keep employers abreast of what is needed once the new form is employer ready. Stay tuned to the [Equifax Insights Blog](#) for further information as these developments progress and the newest version of the Form I-9 comes to fruition.

### Bottom line

Employers should continuously hone their I-9 processes and implement an effective audit and remediation program. Equifax Workforce Solutions can help simplify your best practices approach to employment verification through an easily-managed technology platform that helps ensure I-9 compliance. To receive more information on how Equifax Workforce Solutions can assist your company in creating a strong culture of compliance with your I-9 processes, or to receive a copy of the proposed table of changes, please contact Pete Krieshok at [pete.krieshok@equifax.com](mailto:pete.krieshok@equifax.com), with the subject line of "I-9 Compliance Bulletin."