

HR BRIEF

New Form I-9 Includes Remote Verification Procedure for E-Verify Users

Recently, the U.S. Citizenship and Immigration Services (USCIS) [published](#) a new version of its Employment Eligibility Verification form, also known as Form I-9. Employers are required to use the new form exclusively beginning on Nov. 1, 2023. The Form I-9 instructions also clarify procedures for employers who are eligible to utilize remote examination as an alternative to the physical examination of employees' documentation. Employers enrolled and participating in E-Verify may choose to examine documents remotely.

Dates of Use

Here is the timeline of important dates related to this update:

- July 21, 2023: UCSIS announced a new Form I-9.
- Aug. 1, 2023: USCIS published the revised Form I-9 and employers were allowed to begin using the new version.
- Aug. 30, 2023: The deadline for employers to complete physical inspection of I-9 documents, if applicable.
- Oct. 31, 2023: The expiration date of current Form I-9 (edition date Oct. 21, 2019).
- Nov. 1, 2023: Employers must complete the transition to using the revised form to comply with federal employment eligibility verification requirements.

Remote Document Verification

Under current requirements, employers must physically inspect I-9 acceptable documents to certify their employees are authorized to work in the United States. However, the new form includes alternative remote verification procedures employers enrolled in [E-Verify](#) can use to comply with their Form I-9 obligations.

Employers can review published instructions from the USCIS for [remote document verification](#) for more information.

To Learn More

USCIS has published a complete list of Form I-9 [updates](#). Contact us today for more Form I-9 resources.

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