



e-Alert

05.11.22

DHS Extends Remote Verification of I-9 Documents to October 31, 2022

Background

Since March 2020, the Department of Homeland Security (DHS) and US Citizenship and Immigration Services (USCIS) has extended the COVID-19 policy multiple times. The policy has allowed employers to virtually verify new hires' Form I-9 documents. The regulations specify that employers are still responsible for physically verifying I-9 documents in person when operations return to normal and include instructions for documenting this physical verification on the Form I-9. DHS has extended the updated compliance flexibilities until October 31, 2022.

Summary

Aside from the expiration date, all other terms of the temporary regulations will remain in place. Employers need to note that this extension only applies to employers who continue to operate remotely due to COVID-19. Employers that have physically reopened their workplace must resume physical inspection of all I-9 documents, if there

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are employees physically present at a work location, *no exceptions* are being implemented at this time for in-person verification of identity and employment eligibility documentation for Form I-9, Employment Eligibility Verification.

Employer Next Steps

- Make your Human Resources team and all hiring managers aware of this extension.
- Continue tracking all employees whose I-9 documents are verified virtually so that you can physically inspect their documents when operations return to normal.
- Consider scheduling an I-9 audit through HRK or another service provider after reverting to normal processes to ensure that all your Form I-9s have been updated correctly.
- Consider moving to a [cloud-based I-9 platform](#).
- If you are a Full-Service or Virtual HR client and would like our assistance updating your I-9 processing and storage practices, please [email us](#).

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