



Workforce Solutions I-9 Management Release Notes

I-9 Management Updates - What's included in this release:

Haiti - TPS EAD Extension

The TPS Extension for Haiti results in an extension through **08/03/2025** based on the following criteria:

- The Form I-766 Employment Authorization Document (EAD) Card category of **A12** or **C19**
- Current expiration dates:

July 22, 2017	Jan 22, 2018	July 22, 2019
Jan 2, 2020	Jan 4 2021	Dec 31 2022
Feb 3, 2023	June 30 2024	Aug 3, 2024

and

- Country of Origin equal to Haiti

This feature is available for I-9 Express, I-9 Anywhere®, Section 2 or Supplement B, and Upload I-9

Reporting for Virtual Verifications - Export to Excel

To locate records completed virtually, click the Virtual Section 2 or the Virtual Supplement B tile on the home dashboard. The pre-filtered results list is displayed. The results list may be exported by selecting the Export to Excel button. The resulting output includes a **Virtual Transactions** column to differentiate between I-9 Virtual and I-9 Virtual Anywhere completions.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC																											
1	Type:	Location	C Location	N EE	SSN:	EE	First	N EE	Middle	EE	Last	Na	EE	Maider	EE	Date of Entry	Date	EE	Employ	EE	Immigr	EE	Work	E	EE	Work	E	Receipt	DI	Receipt	DI	Preparer	I	Section 2	E-Verify	S	SSA	Refer	DHS	Refer	DHS	Refer	E-Verify	C	Receipt	C	User	De	Virtual Transactions :							
2	C																																																		I-9 Virtual supplement B					
3	C																																																				I-9 Virtual supplement B			
4	E																																																				I-9 Virtual supplement B			
5	S																																																				I-9 Virtual supplement B			
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7	C																																																				I-9 Virtual supplement B			
8	R																																																				I-9 Virtual supplement B			
9	C																																																				I-9 Virtual Supplement B Anywhere			
10	C																																																				I-9 Virtual Supplement B Anywhere			
11	C																																																				I-9 Virtual supplement B			
12																																																					I-9 Virtual supplement B			

Updated Messaging Regarding Expired Document Optional Fields

When accepting an I-766 Employment Authorization Document (EAD) Card, on-screen messaging has been added to clarify the I-797C fields are optional and should be completed only when the documents presented are expired.

The message indicates: *"The following fields are optional. Only complete if the employee presents an expired document."*

List A document - Form I-766 - Employment Authorization Document that contains a photograph

Issuing Authority:
DHS/USCIS Sample Document

Document #:

Expiration Date (mm/dd/yyyy):

Alien #:

Category:

TPS Country:
Please Select a Country...

The following fields are optional. Only complete if the employee presents an expired document.

I-797C Received Date (mm/dd/yyyy):

I-797C Receipt Number:

Cancel Back Continue

When accepting an I-551 Permanent Resident Card, or a Permanent Resident Document, on-screen messaging has been added to clarify when to select the "No Document Number was Provided" checkbox.

Note: If the employee's date of birth is after 8/31/1989, the Document Number is required.

Section 2 - Employer Review and Verification

The employer must examine the document(s) presented by the employee and record the issuing authority, document number, and document expiration date, if any.

If no document number is provided on the Form I-551, please select the 'No Document Number was Provided' checkbox, when employees birthdate is earlier than 8/31/1989. If the DOB is after 8/31/1989 the Document Number is required

List A document - Form I-551 - Permanent Resident Card or Alien Registration Receipt Card

Issuing Authority:
DHS/USCIS Sample Document

We have an application downtime of approximately 2-3 hours during this promotion on October 24, 2024, from 8 PM-12:00 AM CST. We apologize for any inconvenience this may cause as it is necessary to ensure that we are providing new features to our clients. Please visit Equifax Workforce Solutions Maintenance blog at status.equifaxworkforce.com for the most up-to-date information about the scheduled maintenance.

More Training Available!

Check out additional training resources available on our site, [Connections!](#)

Questions

Should you have any questions regarding this upcoming change, please contact Workforce Solutions Support at WorkforceSolutionsSupport@Equifax.com.

Disclaimer: The information in this document does not contain benefits advice or legal guidance and is intended for informational purposes only.