

E-Verify

Research Administrator's Network Meeting
February 11th, 2010

David Day, University Human Resources

E-Verify

Objectives of Today's Presentation:

- *Share* information about E-Verify
- *Provide* an overview of U-M's E-Verify process
- *Ask* for your assistance
- *Provide* resources for questions

What is E-Verify

- E-Verify is an internet based system operated by U.S. Citizenship and Immigration Services (USCIS) in partnership with the Social Security Administration (SSA) and the Department of Homeland Security (DHS)
- E-Verify provides an automated link to federal databases to help employers confirm the identity and employment eligibility of employees

How Does E-Verify Work

- The employer enters information from the individual's I-9 form into E-Verify
 - E-Verify compares the individual's information to what's on file in the Social Security Administration (SSA) and Department of Homeland Security (DHS) databases
 - Within seconds E-Verify will indicate that "employment is authorized" or that a tentative non-confirmation (TNC) exist

How Does E-Verify Work

- If a TNC arises, the individual must initiate resolution with SSA and/or DHS within 8 federal government work days
 - *Note:* A TNC does not mean that the individual is ineligible to work, so no-adverse action can be taken at this point by the employer as long as employee takes timely action to resolve the TNC
 - Approximately 96% of individuals E-Verified are “authorized” right away
- Once an individual has been E-Verified they should not be E-Verified again (by the same employer)

E-Verify at the U-M

- On September 8th, 2009 regulations took effect that require federal contractors to participate in the E-Verify program
 - Applies to federal contracts not grants
 - Federal contracts of \$100,000+ & 120+ days
 - Applies to sub-contracts and sub-contractors
- U-M enrolled in the program within the required time parameters
- U-M began using E-Verify in mid-December

E-Verify at U-M

- U-M enrollment requires us to E-Verify faculty, staff & temporaries assigned to a federal contract containing the E-Verify requirement
 - Higher education exception allows us to E-Verify only those on covered federal contracts
 - Applies to current faculty, staff, & temporaries hired on or after November 6, 1986
 - Individuals hired before this date are exempt from federal I-9 requirement
 - If paid by contract w/clause then must be E-Verified
 - Can not proactively E-Verify
 - Compliance is imperative across U-M to avoid impacting all areas receiving federal contract funds

E-Verify at U-M

- A Process Overview:
 - A project team has developed a process to assist with identifying federal contracts with the E-Verify clause & employees on those contracts
 - DRDA & Office of Sponsored Programs are reviewing contracts for the FAR E-Verify clause
 - Notices from these offices will assist in alerting you to the E-Verify clause
 - University HR is monitoring DBE's & paycheck distribution report to determine which faculty, staff & temporaries are being paid by a project with the E-Verify clause

E-Verify at U-M

- When employees are indentified as requiring E-Verification University HR is working with the Unit's HR Liaison
- A new I-9 will be completed
- University HR will assist in completing the E-Verify process
 - International Center (North Campus)
 - Medical School
 - ISR

E-Verify at U-M

- As of 2/8/10...64 individuals from 6 different units have been E-Verified
- Additional units & individuals will be directly impacted as contract amendments and new contracts are received

E-Verify at U-M

- E-Verify regulations require:
 - New hires being hired onto covered contracts within 3 days of hire
 - New positions that will be paid by a covered federal contract should be flagged at time of posting
 - Current faculty, staff, temporaries assigned to covered federal contract must be E-Verified within 30 days
 - From date that they begin work on the project

Your Assistance is needed...

- Raise awareness of the E-Verify requirement within your unit/department
- Monitor federal contracts for the E-Verify clause
- Contact your HR UL when a contract includes the E-Verify clause
- Ensure that appointments to the contract are made on a timely basis

E-Verify Resources

- More information on E-Verify and U-M's implementation is available at the following address;

<http://www.hr.umich.edu/everify/>

- David Day, UHR, 763-2387 or dlday@umich.edu