

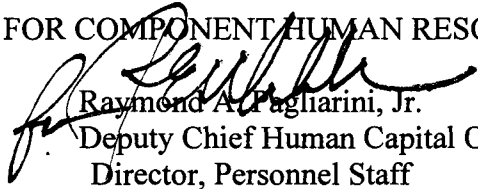


U.S. Department of Justice
Justice Management Division
Personnel Staff
Web Site: <http://www.usdoj.gov/jmd/ps>
Washington, D.C. 20530

JAN 22 2008

MEMORANDUM FOR COMPONENT HUMAN RESOURCES OFFICERS

FROM:


Raymond A. Pagliarini, Jr.
Deputy Chief Human Capital Officer/
Director, Personnel Staff

SUBJECT:

Use of the Revised Employment Eligibility Verification Form, I-9

On November 26, 2007, the U.S. Citizenship and Immigration Services, Department of Homeland Security (DHS) issued a notice via Federal Register Document, Volume 72, No. 266, regarding the use of the Employment Eligibility Verification Form, I-9. This notice mandates that as of November 7, 2007, the use of the most recent version of the Employment Eligibility Verification Form, I-9, dated June 5, 2007, for employment verification purposes. This revised form provides a current list of acceptable documentation for employment eligibility purposes.

Therefore, the Department of Justice is requiring all components to comply with this requirement effective immediately. DHS will seek penalties against agencies after the December 26, 2007, date for using any previous version of the Form I-9.

Attached you will find the Federal Register notice along with the most recent version of the I-9 form. If you or your staff have any questions, please contact Cindy Westray, Human Resources Specialist, at (202) 305-1757, or by electronic mail at Cindy.L.Westray@usdoj.gov.

Attachments