

Fresno Regional Workforce Development Board

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Blake Konczal, Executive Director

OPERATIONAL DIRECTIVE

FRWDB OD # 14-20, Revision B

Date Released: March 11, 2021

To: All Fresno Regional Workforce Development Board Providers of Services

From: Blake Konczal, Executive Director

Effective Date: November 23, 2020

Subject: Temporary I-9 Verification Process Change

Applicable Program: All

Revision History: Initial Release – 9/11/20

This Revision B updates timeline requirements that were extended by Department of Homeland Security, effective November 23, 2020 (for Form I-797) and February 1, 2021 for verification of employment eligibility documents.

This OD references OD 03-15, Fresno County Title I Eligibility Technical Assistance Guide; Form ELI-003, Section X, pages 50-51.

Due to announced delays by the Department of Homeland Security in providing Employment Authorization Document, Form I-776, an alternative form (Form I-797) may be presented.

The I-797 may be accepted under the following conditions:

- Must be issued between December 1, 2019 and August 20, 2020
 - Can only be accepted until February 1, 2021
- Case note the use of Form I-797 for Employment Authorization
- Must also present allowable documentation to establish identity, as described on pages 50-51.

By March 31, 2021, Eligibility staff must re-verify individuals who presented a Form I-797, need to present updated allowable documentation (will replace Form I-797). Eligibility staff is to case note the replacement Employment Authorization document.

For more information, please refer to the [USCIS I-9 Central](#) webpage or contact the FRWDB Quality Systems Manager with questions.