

Fresno Regional Workforce Development Board

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Blake Konczal, Executive Director

OPERATIONAL DIRECTIVE

FRWDB OD # 14-20, Revision D

Date Released: May 12, 2023

To: All Fresno Regional Workforce Development Board Providers of Services

From: Blake Konczal, Executive Director

Effective Date: November 1, 2022

Subject: Temporary I-9 Verification Process Change

Applicable Program: All

Revision History: Initial Release – 9/11/20; Rev B – 3/11/21; Rev C – 7/19/22

This Revision D updates timeline requirements that were extended by Department of Homeland Security, effective November 1, 2022 (for Form I-797) and July 31, 2023 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 July 31, 2023
 - Can only be accepted until August 30, 2023
- 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 August 30, 2023, 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 Monitoring Department Manager with questions.