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POLICY TITLE: Employment Eligibility Verification

ADOPTION/LAST REVISION: 9-10-96

The Immigration Reform Control Act of 1986 requires all employers to verify employment eligibility of all individuals hired after Nov. 6, 1986 in a form approved by the Attorney General. Individuals hired after Nov. 6, 1996 must complete an I-9 Employment Eligibility Verification Form which will be kept on file.

POLICY NUMBER: 4.040