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**MEMORANDUM 34-17HR**

TO: Agency Administrators

FROM: Carolyn Horwich, Esq., Director of Human Resources

THROUGH: Rip Colvin, Executive Director

SUBJECT: USCIS E-Verify Poster

DATE: September 21, 2017

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On August 28, 2017, the U.S. Citizenship and Immigration Services (USCIS) released a redesigned E-Verify participation poster, which accompanies this memorandum. The new poster informs current and prospective employees of their legal rights, responsibilities, and protections in the employment eligibility verification process.

The poster is now available in English and Spanish as one poster. As stated in the E-Verify User Manual, employers must replace their participation posters when updates are provided by the U.S. Department of Homeland Security. Employers may also display any of 16 foreign language versions of the poster. The new posters can be downloaded when participants log into [E-Verify](#).

Employers are still required to display the Immigrant and Employee Rights (IER) Right to Work posters in English and Spanish. To learn more, see the E-Verify Participation Posters [webpage](#).

The electronic version of the Handbook for Employers: Guidance for Completing Form I-9 (M-274 current as of July, 2017) is available here: <https://www.uscis.gov/i-9-central/handbook-employers-m-274>

A printable version of the Handbook for Employers is available here: <https://www.uscis.gov/book/export/html/59502/en>

Thank you.