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U.S. Citizenship and Immigration Services WEB-BP Home

OMB No. 1615-0092 Expires 07/31/07

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10/23/2006 VIS System Enhancements



For questions on Basic Pilot policy or procedures call 1-888-464-4218

You have 9 cases that are more than 14 days old and requiring action, including **Employment Authorized** cases to be closed.

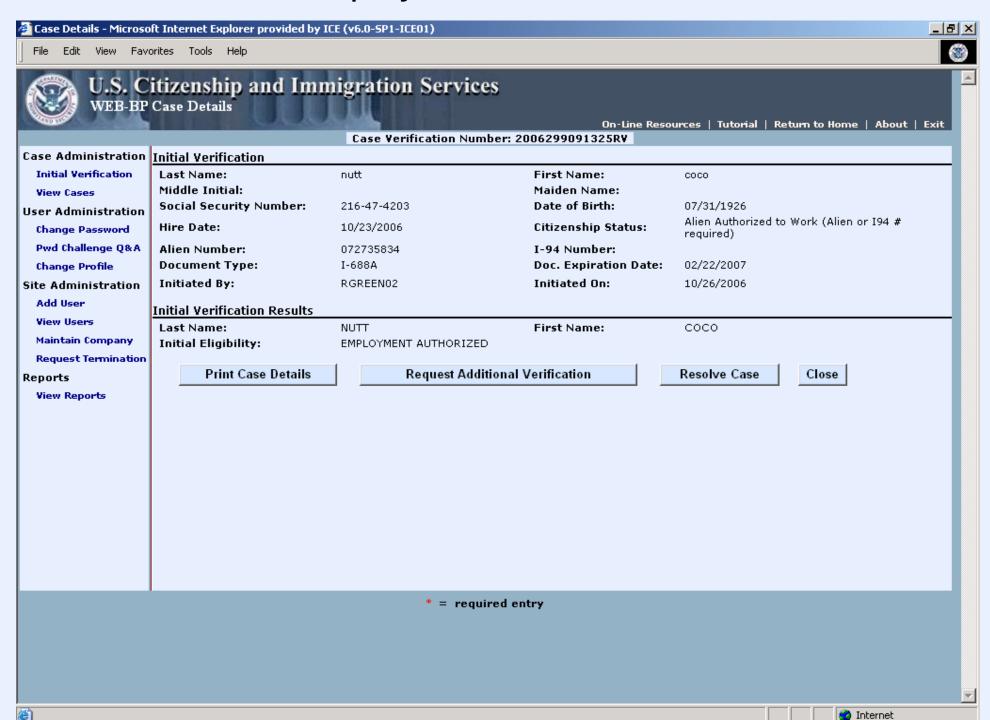
Initial Verification Page

se Administration	Enter Employee Inform	nation from Form I-9:
Initial Verification		
View Cases	Last Name:	* <u>View instructions for entering</u>
er Administration	First Name:	*
Change Password	Middle Initial:	
Change Profile	Maiden Name:	
e Administration	Social Security Number:	*
Add User		
View Users	Date of Birth: (mm/dd/yyyy)	*
Maintain Employer	Hire Date:	*
Request Termination	(mm/dd/yyyy)	
ports	Citizenship Status:	Ocitizen or National of the United States
View Reports		OLawful Permanent Resident (Alien # required)
		O Alien Authorized to Work (Alien or I94 # required) *
	Alien Number:	
	O I-94 Number:	
	Document Type:	*
	Doc. Expiration Date: (mm/dd/yyyy)	
	Submit Initial Verification	n en

Initial Verification Confirmation Page

Confirm Initial Verification Information Case Administration Initial Verification Last Name: Doe **View Cases** First Name: John Middle Initial: User Administration Maiden Name: Change Password Social Security Number: 111-11-1111 Change Profile Date of Birth: 04/04/1954 Site Administration Hire Date: 03/15/2004 Citizenship Status: Lawful Permanent Resident (Alien # required) Add User Alien Number: 123456789 **View Users** I-94 Number: Maintain Employer Document Type: I-551 Request Termination Doc. Expiration Date: Reports Back Submit Initial Verification Cancel **View Reports**

Employment Authorized



SSA Tentative Nonconfirmation

Case Verification Number: 2 Initial Verification Case Administration **Initial Verification** First Name: John Last Name: Doe **View Cases** Middle Initial: Maiden Name: User Administration Social Security Number: 04/04/1954 111-11-1111 Date of Birth: Change Password Hire Date: 03/15/2004 Citizenship Status: Lawful Permanent Resident (I-94 Number: Alien Number: 123456789 Change Profile Document Type: I-551 Doc. Expiration Date: Site Administration Initiated On: Initiated By: 03/19/2004 RMURBP01 Add User **View Users** Initial Verification Results Maintain Employer Last Name: First Name: Request Termination **Initial Eligibility:** SSA TENTATIVE NONCONFIRMATION Reports SSN is invalid **View Reports** Print Case Details View Tentative Non-Confirmation Notice Initiate SSA Referral Close

Referral Notification Confirmation Page

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The Tentative Non-confirmation Notice should be discussed with the employee prior to submitting the SSA Referral.

Click the Notified button to refer the employee to SSA. Click the Not Notified button to return to the Case Details page so that you can view and print the Tentative Non-confirmation Notice and discuss the tentative non-confirmation with the employee.

Notified

Not Notified

Initiate SSA Resubmittal

Case Verification Number: 2004079124031RJ Initial Verification Case Administration **Initial Verification** First Name: John. Last Name: Doe **View Cases** Middle Initial: Maiden Name: User Administration Date of Birth: Social Security Number: 111-11-1111 04/04/1954 Change Password Lawful Permanent Resident (Alien # Hire Date: 03/15/2004 Citizenship Status: required) Change Profile Alien Number: 123456789 I-94 Number: Site Administration Doc. Expiration Date: Document Type: I-551 Add User Initiated By: Initiated On: 03/19/2004 RMURBP01 **View Users** Initial Verification Results Maintain Employer Request Termination First Name: Last Name: Reports Initial Eligibility: SSA TENTATIVE NONCONFIRMATION SSN is invalid View Reports SSA Referral Referral Date: Referral By: RMURBP01 03/19/2004 Initiate SSA Resubmittal Print Case Details View SSA Referral Resolve Case Close

DHS Verification in Process

Case Verification Number: 2006271113434LS				
Case Administration	Initial Verification			
Initial Verification	Last Name:	NUTT	First Name:	coco
View Cases	Middle Initial:		Maiden Name:	
Jser Administration	Social Security Number:	216-47-4200	Date of Birth:	07/31/1926
Change Password	Hire Date:	09/25/2006	Citizenship Status:	Alien Authorized to Work (Alien or I94 # required)
Pwd Challenge Q&A	Alien Number:	216474203	I-94 Number:	
Change Profile	Document Type:	I-688A	Doc. Expiration Date:	11/02/2006
Site Administration	Initiated By:	RGREEN02	Initiated On:	09/28/2006
Add User	Initial Verification Results			
View Users	Last Name:		First Name:	
Maintain Company	Initial Eligibility:	SSA TENTATIVE NONCONFIRMATION SSN does not match		
Request Termination	Initial Englishie,			
Reports	SSA Referral			
View Reports	Referral By:	RGREEN02	Referral Date:	09/28/2006
	Confirm SSA Resubmittal			
	Last Name:	NUTT	First Name:	coco
	M. I.:		Maiden Name:	
	Social Security Number:	216-47-4203	Date of Birth:	07/31/1926
	Initiated By:	RGREEN02	Initiated On:	09/28/2006
	Verification Response			
	Eligibility:	DHS Verification in Process	Response Date:	
	Print Case Details	Close		

DHS Tentative Nonconfirmation

		Case Verification Number: 2	2006271113434LS		
Case Administration	Initial Verification				
Initial Verification	Last Name:	NUTT	First Name:	coco	
View Cases	Middle Initial:		Maiden Name:		
Jser Administration	Social Security Number:	216-47-4200	Date of Birth:	07/31/1926	
Change Password	Hire Date:	09/25/2006	Citizenship Status:	Alien Authorized to W	ork (Alien or 194
_	Alien Number:	216474203	I-94 Number:		
Pwd Challenge Q&A	Document Type:	I-688A	Doc. Expiration Date:	11/02/2006	
Change Profile	Initiated By:	RGREEN02	Initiated On:	09/28/2006	
Site Administration					
Add User	Initial Verification Results				
View Users	Last Name:		First Name:		
Maintain Company	Initial Eligibility:	SSA TENTATIVE NONCONFIRMATION SSN does not match			
Request Termination	CCA Referred				
Reports	SSA Referral		2.5	00 100 1000 1	
View Reports	Referral By:	RGREEN02	Referral Date:	09/28/2006	
	Confirm SSA Resubmittal				
	Last Name:	NUTT	First Name:	coco	
	M. I.:		Maiden Name:		
	Social Security Number:	216-47-4203	Date of Birth:	07/31/1926	
	Initiated By:	RGREEN02	Initiated On:	09/28/2006	
	Verification Response				
	Eligibility:	DHS Tentative Nonconfirmation	Response Date:	11/03/2006	
	Print Case Details	View and Print Tentative Nonconfirm	ation Notice Initi	ate DHS Referral	Resolve Cas

Employment Authorization

Case Verification Number: 2006271113434LS Case Administration Initial Verification **Initial Verification** Last Name: NUTT First Name: coco Middle Initial: Maiden Name: **View Cases** Date of Birth: Social Security Number: 216-47-4200 07/31/1926 User Administration Alien Authorized to Work (Alien or 194 # Hire Date: Citizenship Status: 09/25/2006 Change Password required) Pwd Challenge Q&A Alien Number: 216474203 I-94 Number: **Document Type:** Doc. Expiration Date: Change Profile I-688A 11/02/2006 Initiated By: RGREEN02 Initiated On: 09/28/2006 Site Administration Add User Initial Verification Results **View Users** Last Name: First Name: Maintain Company **Initial Eligibility:** SSA TENTATIVE NONCONFIRMATION SSN does not match **Request Termination** Reports SSA Referral **View Reports** Referral By: Referral Date: RGREEN02 09/28/2006 Confirm SSA Resubmittal coco Last Name: NUTT First Name: M. I.: Maiden Name: Social Security Number: 216-47-4203 Date of Birth: 07/31/1926 Initiated By: Initiated On: 09/28/2006 RGREEN02 Verification Response Eligibility: DHS Tentative Nonconfirmation Response Date: 11/03/2006 DHS Referral Referral By: RGREEN02 Referral Date: 11/03/2006 DHS Referral Results Eligibility: Employment Authorized Response Date: 11/03/2006 Enter Case Resolution Resolve Options: • Resolved Authorized Resolved Unauthorized / Terminated Self Terminated. C Invalid Query Employee Not Terminated Submit Resolve Case Close

Case Resolution

Case Administration	Initial Verification					
Initial Verification	Last Name:	Doe	First Name:	John		
View Cases	Middle Initial:		Maiden Name:			
Jser Administration	Social Security Number:	111-11-1111	Date of Birth:	04/04/1954		
Change Password Change Profile	Hire Date:	03/15/2004	Citizenship Status:	Lawful Permanent Resident (Alien # required)		
Site Administration	Alien Number:	123456789	I-94 Number:			
Add User	Document Type:	I-551	Doc. Expiration Date:			
	Initiated By:	RMURBP01	Initiated On:	03/19/2004		
View Users		•				
Maintain Employer	Initial Verification Res	sults				
Request Termination	Last Name:		First Name:			
View Reports	Initial Eligibility:	SSA TENTATIVE NONCONFIRI SSN is invalid	MATION			
	SSA Referral					
	Referral By:	RMURBP01	Referral Date:	03/19/2004		
	Enter Case Resolution					
	Resolve Options:	 Resolved Authorized Resolved Unauthorized / * Self Terminated Invalid Query Employee Not Terminated 				
	Submit Resolve Cas	Close				

View Cases Screen

ase Administration	Enter Case Search Cr	iteria
Initial Verification View Cases	Case Status:	⊙ All Open Cases
ser Administration		O Cases Requiring Action
Change Password		O Cases In Process
Change Profile	WWW 12540	O Resolved Cases
ite Administration	Verification Number:	
Add User	Alien Number:	
View Users	I-94 Number:	
Maintain Employer	Social Security Number:	
Request Termination Seports	Date Initiated From: (mm/dd/yyyy)	
View Reports	Date Initiated To: (mm/dd/yyyy)	
	Initiated By:	▼
	Display Case Sum	mary List Cancel