

**STATE OF NORTH CAROLINA
OFFICE OF STATE HUMAN RESOURCES**

JOSH STEIN
GOVERNOR

STACI MEYER
DIRECTOR

October 8, 2025

TO: Agency Human Resources Directors and I-9 Partners

FROM: Kristin Siemek, State Talent Acquisition Manager

RE: Federal Government Shutdown Impact on E-Verify and Form I-9s

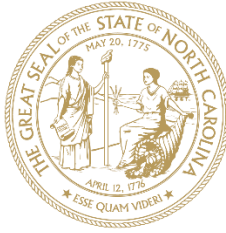
UPDATE: E-Verify is back online at the present time. An OSHR E-Verify Program Administrator spoke with someone in the E-Verify office this morning. The E-Verify employee advised that as of 8am this morning, E-Verify is operational. She could not guarantee that it would remain operational for the duration of the shutdown.

If your agency has any Form I-9s that were held due to E-Verify being suspended, you should enter those cases in your agency specific E-Verify account as soon as possible. If you receive a result other than "Final Nonconfirmation," the employee should be allowed to work until the case can be resolved. Employees who receive a Tentative Nonconfirmation will be allotted additional days to resolve their case.

The I-9 and E-Verify process in Workday should function as anticipated. When the I-9 partner hits submit, they should receive a case result now that E-Verify is operational.

Please share this information with all of your agency I-9 Partners. We will provide further updates as they become available.

ORIGINAL MEMO FOLLOWS



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October 7, 2025

TO: Agency Human Resources Directors and I-9 Partners
FROM: Kristin Siemek, State Talent Acquisition Manager
RE: Federal Government Shutdown Impact on E-Verify and Form I-9s

As you all are aware by now, the federal government has shut down. At approximately 11:45 a.m. on October 1, U.S. Citizenship and Immigration Services (USCIS) announced that E-Verify had been suspended due to the ongoing government shutdown. All current E-Verify program administrators received an e-mail from E-Verify notifying them that E-Verify is temporarily unavailable. **This memo reiterates and applies the instructions given by USCIS.**

Please read the entirety of this document. It contains important information about how to manage Form I-9s and E-Verify cases within your agency currently *and* if E-Verify is still suspended when we go live with Workday on October 8, 2025.

Prior to Workday Go Live, while E-Verify is unavailable, agencies should note the following important information:

- **The Form I-9 requirements do not change, meaning the employee must complete Section 1 of Form I-9 no later than the first day of work for pay. The employer must complete Section 2 of Form I-9 and examine the employee's documents within 3 days of the first day of work for pay. Your agency should continue to follow your current process for Form I-9s and document examination until Workday goes live.**
- Agencies may verify work authorization documents in person or continue to use the alternative procedure (remote verification) to examine work authorization documents, as long as they are in good standing with E-Verify.
 - When I-9 partners complete Section 2 and examine the documentation that the employee has provided (either in person or through remote verification), they should inform the employee that the agency is an E-Verify employer, but at the moment E-Verify is down. Their information will be submitted to E-Verify, per USCIS/E-Verify instructions at the time E-Verify becomes available again. They will be notified if there is any issue with their E-Verify case that requires action on their behalf. They will be provided time, as indicated by USCIS/E-Verify instructions, to resolve issues.

Federal Government Shutdown Impact on E-Verify and I-9s

- If any employee is in Tentative Nonconfirmation status (TNC), **that employee should continue to work until the TNC status is resolved.**
 - Employees cannot resolve E-Verify TNCs (mismatches) while E-Verify is unavailable. Employees with a Social Security Administration (SSA) mismatch must wait until E-Verify resumes operations to visit an SSA office.
- During the temporary unavailability of E-Verify, the requirement that cases be created within three business days after the new employee's first day of work for pay is suspended.
- **For any new hire that has their first day of work for pay prior to October 8, 2025, or completes Section 1 of Form I-9 prior to October 8, 2025, your agency must use your existing E-Verify account to conduct the work authorization verification when E-Verify becomes available, even if E-Verify does not become available until after Workday has gone live. Do not hold or delay completion of the Form I-9 due to the temporary unavailability of E-Verify.**
 - Be on the lookout for an e-mail from USCIS or E-Verify with additional information and follow those instructions as it relates to entering information into E-Verify and resolving TNCs for any employee who completes Section 1 of Form I-9 prior to October 8, 2025. Based on previous shutdowns, we anticipate that after this shutdown has ended, DHS and USCIS will specify a window of time to complete E-Verify requirements that could not be completed during the shutdown. However, we will not know the details of how much time will be available until after the shutdown ends.

If E-Verify is unavailable when we transition to Workday on October 8, 2025:

- **The Form I-9 requirements do not change, meaning the pre-hire must complete Section 1 of Form I-9 in Workday no later than the first day of work for pay. The employer must complete Section 2 of Form I-9 in Workday and examine the employee's documents within 3 days of the first day of work for pay.**
 - **The I-9 partner will submit the information in Workday as though E-Verify is functional. This will not create an E-Verify case and may result in an error message. The I-9 partner does not need to take further action at that time.**
 - **When E-Verify is functional, our Workday integration with E-Verify will allow the OSHR Workday integration administrator to utilize a "Mass Retry" function that will resubmit all information to E-Verify.**
 - **Once resubmitted, the E-Verify workflow in Workday will continue as normal, with some submitted cases returning authorized status, while other cases may require follow up actions like photo verification, or referral to DHS or the SSA.**

Federal Government Shutdown Impact on E-Verify and I-9s

- Agencies may examine work authorization documents in person or continue to use the alternative procedure (remote verification) to examine work authorization documents.
 - When I-9 partners complete Section 2 and examine the documentation that the pre-hire has provided (either in person or through remote verification), they should inform the pre-hire that the agency is an E-Verify employer, but at the moment E-Verify is down. Their information will be submitted to E-Verify at the time E-Verify becomes available again. They will be notified if there is any issue with their E-Verify case that requires action on their behalf. They will be provided time, as indicated by USCIS/E-Verify instructions, to resolve issues.
- **DO NOT** use Workday to enter information from Form I-9s that were started or completed prior to Workday Go Live on October 8, 2025.
 - If Section 1 of Form I-9 was completed prior to October 8, 2025 (or the employee had their first day of work for pay prior to October 8, 2025, and Section 1 of Form I-9 was erroneously not completed by their first day of work for pay), those cases must be created and closed in the agency's existing E-Verify account when E-Verify becomes available.

OSHR will continue to update agencies as we learn new information or if anything changes. We appreciate everyone's diligence in maintaining compliance with these federal regulations.