

WORKFORCE
**E-Verify
 Integration**

Instantly verify employee eligibility using government databases of records. As soon as an employee submits their I-9 form, you can certify their information using E-Verify. Our integration will crosscheck all data against government records, delivering the results directly to your dashboard, ensuring you're making smart hiring decisions.

How does it work?

Create your case.

Verify any employee's information at any time. From within CEIPAL, you can create a verification case for your workforce, specifying what documents you need to verify.



The screenshot shows the 'E-Verify an Employee' form in the CEIPAL system. It includes fields for:

- First Name: Anya
- Last Name: Madanian
- Middle Initial: N/A
- Other Last Name Used: N/A
- Date of Birth: 12/16/1986
- SSN: [Redacted]
- Email ID: anya.m@email.com
- Phone: (866) 454-4547
- Citizenship Status: Citizen of the United States

 There are two sections for document verification:

- Employer or Authorized Representative Review and Verification:**
 - List B Document: ID card issued by state/territory
 - Document Number: 94565
 - Expiration Date: 09/16/2022
 - List C Document: Social Security Card (Unrestricted)
 - Document Number: 94564
 - Expiration Date: 10/30/2024
- Employer or Authorized Representative Review and Verification (Secondary):**
 - List B Document: ID card issued by state/territory
 - Document Number: 94565
 - Expiration Date: 09/16/2022
 - List C Document: Social Security Card (Unrestricted)
 - Document Number: 94564
 - Expiration Date: 10/30/2024

Track the status.

Monitor the verification process, from start to finish. CEIPAL automatically tracks the progress of every created case, categorizing records as **Pending**, **Pending Referrals**, **Authorized**, **Closed**, or **Failed**.

The dashboard shows the following metrics:

- 102 New Form I-9
- 13 Pending I-9
- 10 Form I-9 Renewal Due
- 20 Form I-9 Rehire Due

 The 'E-Verified' breakdown is as follows:

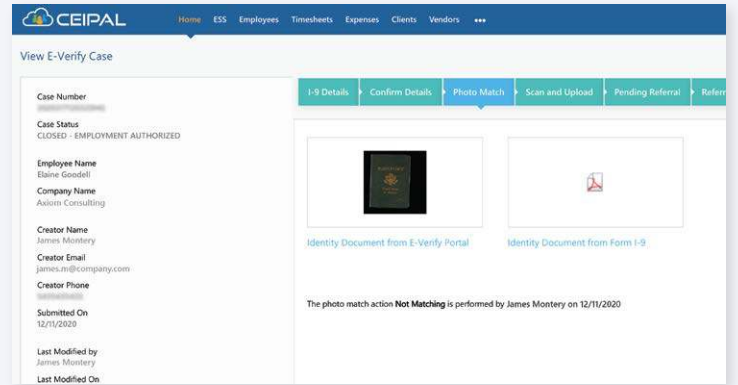
| | |
|-----------------------------|----|
| Employment Authorized Cases | 1 |
| Queued Cases | 0 |
| Unconfirmed Data Cases | 1 |
| Photo Match Cases | 1 |
| Scan and Upload Cases | 0 |
| Pending Referral Cases | 1 |
| Referred Cases | 0 |
| Manual Review Cases | 1 |
| FNC Cases | 0 |
| Close and Resubmit Cases | 0 |
| Closed Cases | 0 |
| Failed Cases | 3 |
| Not Initiated | 12 |

The 'E-Verify List' interface includes:

- Filter tabs: Pending, Pending Referral, Draft, Authorized, Closed, Failed
- Search input: Case Number, Employee Name, Date of Joining
- Dropdown menu: All
- Search button: Search

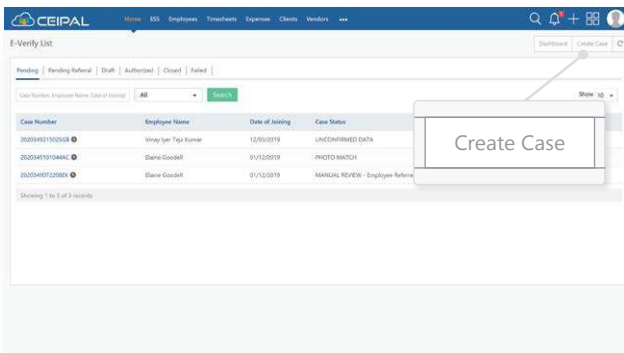
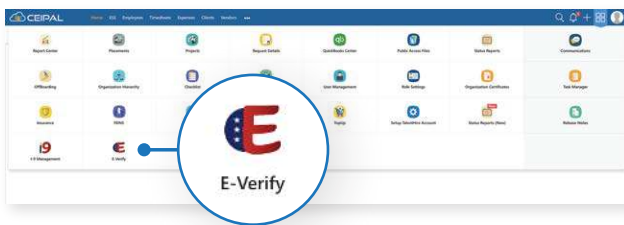
Retain information.

Prepare for audits. CEIPAL stores all verified documentation for future reference. Plus, if documents are ever in danger of expiring, the system will send automatic reminders to both employees and managers, ensuring you're in compliance.



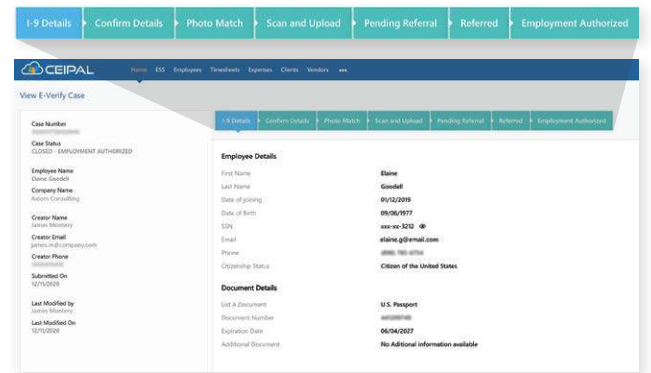
How do I set it up?

1 Click **E-Verify** to create a case.



Note: All case details are auto-populated from the I-9 form, eliminating manual data entry!

2 Check the progress of your case.



3 Reference past documents.

