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# Special Report for HR Professionals

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## USCIS NOW ACCEPTS PASSPORT CARD AS FORM I-9 "LIST A" ITEM

### INSIDE THIS ISSUE

- 1 USCIS Now Accepts  
Passport Card as I-9 Form  
"List A" Item
- 1 Potpourri
- 2 New Tax Break Available  
for Small Business
- 3 *Before Diversity*
- 4 Subscriptions...

In July this year the United States Department of State began producing "Passport Cards." The size and shape of a state-issued drivers license, these documents are intended to make it easier for travelers to move by land or ship to and from Canada, Mexico, the Caribbean and Bermuda.

The United States Customs and Immigration Service (USCIS) said recently that it would accept the new passport cards as a "List A" item on the Form I-9 used for employment verification of all new employees. [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify) A U.S. passport book has always been acceptable as proof of BOTH individual identity and the right to work in this country. Now the new passport card will offer the same proof.

A passport card may not be used to travel by air and it is not a substitute for the traditional passport book when traveling to destinations other than the specific four listed.

Please see *Form I-9* on page 2

## POTPOURRI

- 1) Social Security Online Retirement Estimator - The Social Security Administration has recently announced a new online service it has created called the "Retirement Estimator."

"The Retirement Estimator produces estimates that are based on your actual Social Security earnings record," unlike other similar services available from the Private Sector. "Retirement estimates are just that, estimates. They will vary slightly from the actual benefit you may receive in the future because:

- Your Social Security earnings record is constantly being updated;
- Our (Social Security Administration) calculators use different parameters and assumptions (e.g., different stop work ages,

Please see *Potpourri Page 3*

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*Retirement planning is  
now available on the  
Social Security web site*

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## NEW TAX BREAK AVAILABLE FOR SMALL BUSINESS

If you are a small employer (with under 50 employees) and you continue to pay some or all of the salary or wages your employees would have earned had they not been called to active military service, you might find some tax advantages waiting for you.

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*If you continue to pay U.S. military reservists who have been called to active duty, you may have a tax advantage waiting for you.*

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Small businesses with under 50 people on the payroll are now eligible for a tax break if they continue to pay employees called to duty in the U.S. military. The tax credit was included in the recently passed HR 6081, "Heroes Earnings Assistance and Relief Tax Act of 2008."

The legislation, which was passed by the House and Senate in May and signed into law by the President in June, allows small businesses with fewer than 50 employees to claim a tax credit of 20 percent of wage differential payments as long as they continue to pay reservists some or all of their former compensation and the payments do not exceed \$20,000. The credit applies to payments made after June 17, 2008, and before January 1, 2010.

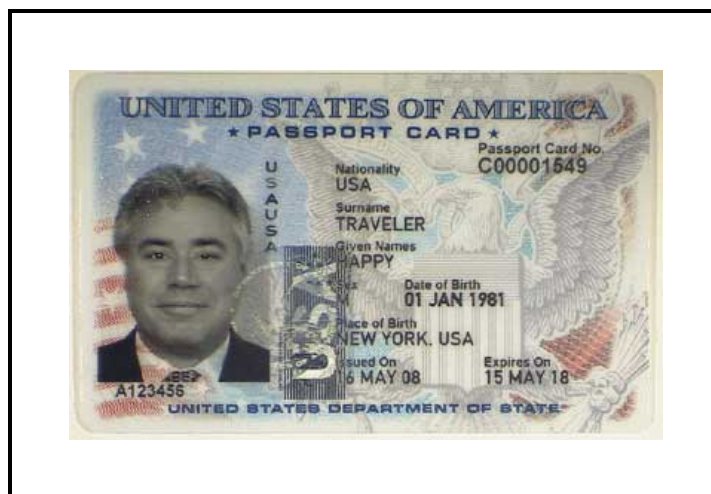
You will find this provision in Section 111 of the new law. Be sure to talk with your legal advisor and/or tax professional before implementing a policy that may be different from your current procedures.

### *Form I-9 from page 1*

Current holders of the traditional passport book can apply for a passport card for only \$20. There is more information available on the State Department website at

[http://travel.state.gov/passport/ppt\\_card/ppt\\_card\\_3926.html](http://travel.state.gov/passport/ppt_card/ppt_card_3926.html)

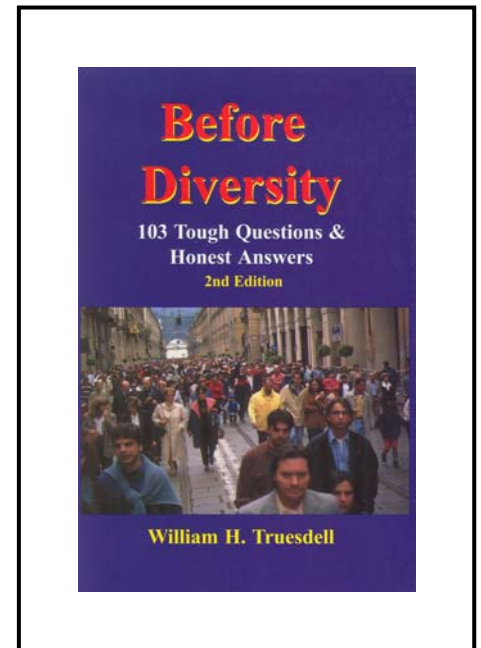
Passport Card will satisfy "List A" requirement for Form I-9, proving both identity and right to work in this country.



## *Before Diversity* *103 Tough Questions & Honest Answers*

*Before Diversity* is your guide to understanding the differences among Equal Employment Opportunity, Affirmative Action and Workplace Diversity programs. With proper design and implementation all of these programs can work in concert to improve your organization through increased production, employee participation and loyalty. Written in Q&A format.

<http://www.management-advantage.com/products/beforediv.htm>



### *Potpourri from page 2*

future earnings projections, etc.); and

- Your actual future benefit will be adjusted for inflation.

You may use the calculation if you are not currently receiving Social Security or Medicare benefits, and are eligible at some time in the future for such benefits.

<http://www.socialsecurity.gov/estimator/>

- 2) **Fight over Day Laborers** - The Los Angeles, California City Council unanimously approved an ordinance on August 13, 2008, that will require some new big-box home improvement stores to develop plans for dealing with day laborers who congregate nearby in search of jobs.

New stores over 100,000 square feet or more, and stores of that size that seek building permits to remodel, would be required to build day-labor centers with shelter, drinking water, bathrooms and trash cans. Stores would not have to make a plan if the city determined that there were not significant numbers of day laborers in the area or that they were not expected to generate increased trash or noise or impede traffic.

[SOURCE: Los Angeles Times,  
<http://www.latimes.com/classified/jobs/career/la-me-homedepot14-2008aug14,0,678491.story>]

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*Immigration fight heats up in Los Angeles over day laborers at home improvement stores*

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Please see *Potpourri* on Page 4

*Potpourri from page 3*

- 3) **OMB Releases Ratings on Human Capital & e-Gov Initiatives** - The Office of Management and Budget has released its latest scorecard for the third quarter of fiscal year 2008. This report focuses on human capital and e-Gov issues. These are two of the five initiatives being tracked by the President's Management Agenda. Eight agencies have been downgraded in scores for e-Gov implementation. Six agencies were downgraded for their performance in the Human Capital initiative. The Department of Energy, Department of Health & Human Services (HHS), Departments of Interior, Justice and the Army Corps of Engineers all fell to yellow while the National Science Foundation dropped to red. The Department of Housing and Urban Development (HUD) was upgraded to green.

The Department of Labor posted green ratings in all categories.

SOURCE: [<http://www.whitehouse.gov/results/agenda/FY08Q3-SCORECARD.pdf> ]

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