

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



September 29, 1988

ALL COUNTY LETTER NO. 88-131

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY ADMINISTRATIVE OFFICERS

SUBJECT: IMPLEMENTATION OF THE SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS
(SAVE) PROGRAM FOR AID TO FAMILIES WITH DEPENDENT CHILDREN (AFDC),
FOOD STAMPS (FS), AND REFUGEE DEMONSTRATION PROJECT (RDP)

REFERENCE: DEPARTMENT OF HEALTH SERVICES' ACWDL 88-59

Section 121 of the Immigration Reform and Control Act of 1986 (IRCA) requires that states implement the Systematic Alien Verification for Entitlements program (SAVE) to verify the immigration status of all alien applicants for and recipients of AFDC and FS by October 1, 1988. The purpose of this letter is to transmit instructions to implement SAVE in compliance with federal requirements effective October 1, 1988.

This letter and attachments summarize the SAVE requirements mandated under IRCA and provide specific procedures and policy information about the SAVE program. The attachments are as follows:

1. AFDC and FS SAVE policies and procedures
2. SAVE verification procedures
3. INS G-845 form instructions
4. Primary/secondary verification chart
5. SAVE primary verification screen
6. CA 64 form instructions
7. CA 64A form instructions

ACWDL 88-59, which was issued jointly by the Department of Health Services (DHS) and the Department of Social Services (DSS), provides the SAVE primary verification system requirements and procedures.

BACKGROUND

SAVE is an inter-governmental federal/state information sharing program consisting of automated (primary) and manual (secondary) verification systems. The primary system is used to verify the immigration status of aliens who have an alien registration number, also called an "A" number or "A" series number. The primary verification response will verify the individual's immigration status, or will indicate the need for secondary verification. The secondary system is a manual system for submitting copies of documents to the Immigration and Naturalization Service (INS) for verification. It is required when SAVE's primary verification response is: "institute secondary verification"; when the documentation does not

contain an "A" number; when there are discrepancies between the primary response and the documentation presented by the applicant; or when the original documentation appears to be counterfeit or altered. (See Attachment 2 for detailed instructions.)

Use of SAVE is mandated under IRCA for all applicants and recipients of food stamps and for all applicants and recipients of AFDC authorized under Title IV-A of the Social Security Act, including Refugee Demonstration Project (RDP) participants.

ELIMINATION OF THE CA 6 (ALIEN STATUS VERIFICATION FORM)

Effective October 1, 1988, the INS will no longer accept the Alien Status Verification form (CA 6). Counties will no longer be able to assist alien applicants in obtaining acceptable documentation by forwarding the CA 6 to INS. However, the counties are to assist the applicant by providing the address of the nearest INS office. Applicants will be responsible for obtaining acceptable documentary evidence of eligible status within specific program timeframes. (See Attachment 1.) Applicants/recipients who fail to provide acceptable documentation within these timeframes will be ineligible for benefits until the required documentation is provided.

INS FORM G-845

INS Form G-845 is required when instituting secondary verification procedures. The G-845 must be accompanied by photocopies of original documentation of the alien's immigration status. Detailed instructions for the G-845 form are contained in Attachment 3.

Because of the limited availability of the G-845, the Department will be shipping a limited supply to each county prior to October 1. Counties will be notified later via the Notice of Forms Change (GEN 127) when a shipment has been received and orders may be placed. If additional supplies are needed prior to the general availability of the G-845, the form may be photocopied as needed.

IMPACT OF SAVE ON AFDC AND FS POLICIES AND PROCEDURES

Implementation of SAVE requires several changes to the application and certification/eligibility determination policies and procedures for both the AFDC and FS programs. These changes are described in detail in Attachment 1 and include:

- Mandatory declaration of citizenship or alien status for all applicants and recipients.
- Notification to applicants and recipients of use of SAVE.
- Consent of disclosure for IRCA aliens (CA 64A).
- Reasonable opportunity to provide documentation of alien status.
- Mandatory use of SAVE to verify the immigration status of all aliens claiming satisfactory immigration status.

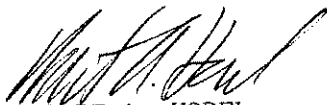
FISCAL CLAIMING

Fiscal claiming procedures will follow under separate cover.

NOTICES OF ACTION

Notice of action message language for AFDC will be issued in the near future. For FS and AFDC notice of action message language developed by the counties, where appropriate, the notices should include cites W&I Code 10554 and Section 121 of IRCA.

For questions regarding AFDC policy issues, please contact Mr. John Honeycutt, AFDC/FS Policy Implementation Bureau, at (916) 445-1131 and for questions regarding FS policy issues, please contact Ms. Carole Geller, AFDC/FS Policy Implementation, at (916) 324-2015. For questions regarding the SAVE systems and procedures, please contact Ms. Barbara Triplett or Ms. Maureen Paizs of the Fraud Program Management Bureau at (916) 455-2423 or (916) 455-3417 respectively.



ROBERT A. HOREL
Deputy Director

Attachments (7)

SAVE VERIFICATION PROCEDURES

GENERAL PROCEDURES

- Alien applicants must present alien registration documentation, other proof from the INS that contains the alien admission number ("A" number) assigned by INS at the time of registration or other acceptable documentation.
- Except as specified below, if the documents presented contain an "A" number, the county must attempt to verify the alien's immigration status through the primary SAVE verification system.
- The CWDs must initiate secondary verification immediately if the immigration status cannot be verified through the primary system, i.e., the primary response is "institute secondary verification"; the documents do not contain an "A" number; there are discrepancies between the primary response and the documentation presented by the applicant; or the documents are of questionable authenticity.
- Undocumented or otherwise ineligible aliens shall not have their documentation verified through SAVE.

PRIMARY VERIFICATION

The SAVE primary system provides counties access to INS's SAVE data base. The SAVE data base is queried using the alien's "A" number. Once accessed, the system should respond with information on the alien's immigration status. If the information produced by the system is insufficient or different to that shown on the documents provided by the applicant, secondary verification is implemented.

Some acceptable differences may occur when SAVE data is compared with data provided by the alien. The date of entry and social security number need not be considered for comparison of differences. Since the date of entry could be the alien's most recent entry into the U.S., it cannot be relied upon as indicative of when the alien was admitted as a lawful permanent resident. The INS does not have social security numbers for every alien on file. Items to check include the alien's registration number, name, date of birth, country of birth. Some differences are acceptable; when they are not, they require secondary verification. Acceptable differences are:

- o A name reversal with the last name appearing first.
- o A shortened name, especially Spanish names such as:
 - Maria de los Angeles as Maria Angeles
 - Juan Gomez y Conde as Juan Gomez Conde
 - Maria Gomez de Martinez as Martinez, Maria Gomez
- o A recent marriage may not reflect a name change.
- o A date of birth may have a transposed month and day elements, for example, January 4, 1957 may appear as 040157 or 010457.
- o The country of birth may not be the country of nationality, i.e., state of legal allegiance.

The data received from the SAVE primary verification system should be consistent with the information provided by the alien. The above examples are meant only as a guide. However, if there is any doubt as to the true identity or immigration status of the individual, secondary verification should be instituted.

There are five possible primary verification responses.

1. Legal Permanent Resident - Employment Authorized.
2. Cuban/Haitian Entrant - Temporary Employment Authorized.
3. Section 245A Temporary Resident - Temporary Employment Authorized.
4. Section 210 Temporary Resident - Temporary Employment Authorized.
5. Institute Secondary Verification.

The third and fourth responses designate aliens who have been granted amnesty. Section 245A aliens are not eligible for AFDC or Food Stamps for five years from the date on which temporary status was granted and, therefore, would not be considered to be in sis at this time. Section 210 aliens may be eligible for Food Stamps and/or State only AFDC-U benefits once temporary residency status has been granted. The fifth response, "Institute Secondary Verification", is self-explanatory.

SECONDARY VERIFICATION PROCEDURES

In order to use the secondary verification procedure the CWD must complete INS' G-845 form. The G-845 and readable photocopies of original documents must then be sent to INS' File Control Office (FCO). SAWs and amnesty aliens must complete a consent-of-disclosure statement too (Attachment 6). This statement must accompany the G-845 when submitted to INS' FCO. Directions for the completion of the G-845 are in Attachment 3. INS promises to return the secondary verification information within ten working days.

Secondary verification must be instituted in the following circumstances.

1. The documentation presented by the alien is counterfeit, altered, or unfamiliar.
2. The document does not have an "A" number but it notes an immigration status.
3. The "A" number is in the A 60,000,000 or A 70,000,000 series which, according to INS, has not been issued.
4. The "A" number is in the A 80,000,000 series which is used for illegal border crossings.
5. The document is an INS receipt.
6. The alien presents a foreign passport containing an I-181 or I-94 form which is over one year old and the statement "processed for I-551, Temporary Evidence of Lawful Permanent Residence."
7. All IRCA aliens must be run through the secondary verification process in order to determine current eligibility status.

IV. EXPEDITED SERVICES AND IMMEDIATE NEED

For Food Stamp expedited services, the application must be processed in accordance with current expedited service processing timeframes. Household members who have not signed the declaration and/or have not provided acceptable documentation of alien status must be provided benefits under expedited service if otherwise eligible.

For AFDC immediate need, current immediate need rules apply. Applicants who have not signed the declaration and/or have not provided acceptable documentation of alien status are ineligible for aid until the declaration has been signed and acceptable documentation has been provided.

V. CONSENT OF DISCLOSURE FOR IRCA ALIENS

Requirement

Pursuant to INS instructions, aliens covered by sections 245(A)(c)(5) and 210(b)(6) of IRCA must sign a consent of disclosure statement to be submitted to INS with the Form 6-845 Document Verification Request before secondary verification can be initiated. This form is used for aliens who have applied for status under the legalization (amnesty) or special agricultural worker (SAW) provisions of IRCA.

Section 245(A) aliens are prohibited from receiving federal AFDC or Food Stamp benefits for five years following the date that temporary resident status is granted. Therefore, 245(A) aliens are currently not eligible for benefits.

Procedure

Prior to initiating secondary SAVE verification for aliens who have applied for status under the legalization (amnesty) or SAWs provisions in Sections 245(A)(c)(5) or 210(b)(6) of IRCA, a consent of disclosure (Form-CA 64A) authorizing the INS to provide alien information to the CWD must be signed. Those individuals who fail to sign the consent of disclosure will be excluded from the household/assistance unit for refusal to cooperate (MPP 42-433.1 and Food Stamp Manual Section 63-505.1). For Food Stamps, the income and resources of such individuals shall be treated as an ineligible alien.

VI. VERIFICATION OF IMMIGRATION STATUS THROUGH SAVE

Requirement

Section 121 of IRCA requires that the immigration status of all alien applicants/recipients of AFDC and Food Stamps be verified with INS through SAVE.

Procedure

Prior to initiating SAVE verification, applicants/recipients must provide acceptable documentation of immigration status. CWDs shall verify the immigration status of all new applicants at application and current recipients at the next recertification/redetermination following implementation of SAVE. In addition, immigration status must be verified when a new person is added to the AFDC assistance unit or Food Stamp household or anytime there is a change in alien status.

VII. NO DELAY IN BENEFITS PENDING VERIFICATION OF ACCEPTABLE DOCUMENTATION OF ALIEN STATUS THROUGH SAVE

Requirement

For applicants who have provided acceptable documentation of eligible alien status, IRCA requires that benefits not be delayed, denied, reduced or terminated pending verification of the alien's documentation through SAVE. Therefore, AFDC and Food Stamp benefits may be granted prior to verification through SAVE.

Procedure

The county must process the application within normal timeframes (or expedited timeframes) as provided in current rules. The county shall take no action to delay, deny, reduce, or terminate benefits as a result of a primary response. If the CWD has initiated secondary verification and the INS response indicates ineligible alien status or indicates that additional information is needed, the county shall allow the individual ten calendar days to respond prior to denying, reducing, or terminating benefits. However, documentation of questionable authenticity shall not be considered acceptable documentation and aid shall not be granted until the alien's immigration status has been verified.

VIII. STATE HEARINGS

Requirement

If an alien applicant is not in a satisfactory immigration status, IRCA requires that the individual's eligibility be denied or terminated and that the applicable fair hearing process be provided.

Procedure

Applicants/recipients shall be notified of their right to a state hearing. CWDs shall comply with current rules with respect to such actions.

Procedure

The Statement of Citizenship/Alien Status (Form CA 64) contains information sufficient to inform all applicants and recipients that the immigration status of each alien member of the household or assistance unit will be verified with INS, that such verification will require the disclosure to INS of certain information, and that information received from INS may affect their eligibility and benefit level. If the CWD is not using the CA 64, the CWD must notify the applicant/recipient of the use of SAVE as specified in paragraph I.

III. REASONABLE OPPORTUNITY TO PROVIDE DOCUMENTATION

Requirement

IRCA requires that applicant aliens be provided a reasonable opportunity to provide documentary evidence of eligible alien status prior to any action to deny, delay, reduce or terminate benefits.

Procedure

The timeframes for the provision of documentary evidence follow current FS and AFDC rules. CWDs shall not delay, deny, reduce, or terminate benefits based upon failure to provide documentation of alien status prior to the end of the application processing period.

Food Stamps:

Current rules specify a minimum of 10 calendar days for households to provide verification. SAVE applies this rule to requests for alien verification. If the 10-day period ends before the 30th day following the date of application and documentation has not been provided, the applicant shall not be certified until the documentation has been provided. If the 10-day period ends after the 30th day following the date of application and the household is otherwise eligible, the CWD must provide benefits no later than the 30th day to the remaining household members.

AFDC:

Current AFDC rules provide that the CWD must act to approve or deny the application for aid no later than 45 days following the date of application. The SAVE rule applies this time period to the provision of documentary evidence. If the requested documentation is not provided by the 45th day following the date of application, the alien member(s) shall be denied or discontinued from aid. The CWD shall not delay the granting of aid to the remaining member(s) of the assistance unit pending documentation of immigration status of the alien member if the assistance unit is otherwise eligible prior to the 45th day.

SAVE POLICIES AND PROCEDURES FOR AFDC AND FOOD STAMPS

I. DECLARATION OF CITIZENSHIP OR ALIEN STATUS

Requirement

Section 121 of IRCA requires, as a condition of eligibility for AFDC and Food Stamps that the individual sign under penalty of perjury a declaration stating whether or not the individual is a citizen or national of the United States and if not, whether the individual is in a satisfactory immigration status (SIS). SIS means an immigration status which does not make the individual ineligible for benefits under the applicable program. In the case of a child, the declaration must be signed by an adult on the child's behalf.

Procedure

A declaration must be signed by all individuals in the household or assistance unit, including citizens and nationals of the United States. An adult household member or the caretaker relative must sign the statement for members under 18 years of age. In the absence of an adult in the household, the applicant may sign for children. This requirement applies to applicants at application and to all current recipients at the next recertification or redetermination. The Statement of Citizenship/Alien Status, form CA 64, meets the declaration requirement. A new declaration must be completed following any break in aid of more than 30 calendar days. Except for FS expedited services (see Section IV) applicants/recipients who fail to complete and sign the declaration will be ineligible for benefits. For Food Stamps, the income and resources of individuals who fail to comply with this requirement will be treated as individuals who refuse to provide a social security number. For detailed instructions on the use/ordering of the CA 64, please see Attachment 6.

For AFDC and PA cases only, CWDs may accept certification of citizenship or alien status on the CA 2 as meeting the declaration requirement. If the CA 2 is used in place of the CA 64, the CWD must notify the applicant/recipient of the use of SAVE and must annotate on the CA 2 that the notification was provided.

II. NOTIFICATION OF USE OF SAVE

Requirement

IRCA amended Section 1137 of the Social Security Act, which set requirements for the Income Eligibility Verification System (IEVS). IEVS requires that applicants and recipients be notified at application and periodically thereafter that information available through IEVS will be requested and utilized. For IEVS, this rule was interpreted to require notification at application and at each recertification/redetermination. This interpretation also applies to SAVE.

Comments

13. ☐ This document relates to an alien who has filed an application for U.S. Residency pursuant to Section 245(A)(c)(5) or 210(b)(6) of the I&NA (Amnesty/SAW) which requires that your request be accompanied by an original consent of disclosure statement made by the alien applicant prior to INS divulging additional information.
14. ☐ No determination can be made from the information submitted. Please obtain a copy of the original alien registration documentation and resubmit.
15. ☐ No determination can be made without seeing both sides of the document submitted (*please resubmit request*).
16. ☐ Copy of document is not readable (*please resubmit request*).

"PRUCOL"

For Purposes Of Determining If Alien Is Permanently Residing Under Color Of Law Only!

17. ☐ INS actively pursues the expulsion of an alien in this class/category.
18. ☐ INS is **not** actively pursuing the expulsion of an alien in this class/category, at this time.
19. ☐ Other

Instructions

- Submit copies of both *front and back* of alien's original documentation.
- Make certain a *complete return address* has been entered in the "From" portion of the form.
- The Alien Registration Number ("A" Number) is the letter "A" followed by a series of (7) or (8) digits. Also in this block may be recorded the number found on Form I-94. (Check the front and back of the I-94 document and if the "A" Number appears, record that number when requesting information instead of the longer admission number as the "A" Number refers to the most integral record available.
- If Form G-845 is submitted without copies of applicant's original documentation, it will be returned to the submitting agency without any action taken.
- Address this verification request to the local office of the Immigration and Naturalization Service.

U.S. Department of Justice
Immigration and Naturalization Service

OMB #1115-0122
Document Verification Request

1. Alien Registration or I-94 Number

2. Applicant's Name (Last, First, Middle)

3. Nationality

4. Date of Birth (Month/Day/Year)

5. Social Security Number

6. Verification Number

To: Immigration and Naturalization Service

7. ☐ Photocopy of Document Attached.
(If printed on both sides, attach a copy of the front and of the back.)
☐ Other Information Attached.

8. (Benefit)	(Your Case Number)
<input type="checkbox"/> AFDC	
<input type="checkbox"/> Education Grant/Loans/Workstudy	
<input type="checkbox"/> Food Stamp	
<input type="checkbox"/> Housing Assistance	
<input type="checkbox"/> Medicaid/Medical Assistance	
<input type="checkbox"/> Unemployment Insurance	
<input type="checkbox"/> Other (specify)	

Attn: Status Verifier/SAVE

From: Typed or Stamped Name and Address of Submitting Agency

Name of Submitting Official

Title of Submitting Official

Date

Telephone Number

THE SECTION BELOW FOR INS USE ONLY

INS RESPONSE: From the documents or information submitted and/or a review of our records we find that:

1. ☐ This document appears valid and relates to a **Lawful Permanent Resident** alien of the United States.
2. ☐ This document appears valid and relates to a **Conditional Resident** alien of the United States.
3. ☐ This document appears valid and relates to an alien authorized employment as indicated below:
 - a. ☐ Full-Time
 - b. ☐ Part-Time
 - c. ☐ No Expiration (Indefinite)
 - d. ☐ Expires on (Month/Day/Year) _____
4. ☐ This document appears valid and relates to an alien who has an application pending for (specify INS benefit): _____
5. ☐ This document relates to an alien having been granted asylum/refugee status in the United States.
6. ☐ This document appears valid and relates to an alien paroled into the United States pursuant to Section 212 of the I&N Act.
7. ☐ This document appears valid and relates to an alien who is a Cuban/Haitian entrant.
8. ☐ This document appears valid and relates to an alien who is a conditional entrant.
9. ☐ This document appears valid and relates to an alien who is a nonimmigrant (type or class): _____
10. ☐ This document appears valid and relates to an alien not authorized employment in the United States.
11. ☐ Continue to process as legal alien. INS is searching indices for further information.
12. ☐ This document is not valid because it appears to be (check all that apply):
 - a. ☐ Expired
 - b. ☐ Altered
 - c. ☐ Counterfeit

Do not write
in this block:
For INS status
verifier use only.

Stamp

☐ Please see reverse for additional comments.

Directions for Form G-845

The G-845 should be completed as fully as possible. It is essential that the form contain enough information to identify the alien.

1. Alien Registration or I-94 Number: Enter the A-Number as the letter "A" followed by a series of seven or eight digits. You should include the Admission Number if available. The Admission Number is found on Form I-94 and in the Alternate ID field used on SAVE. The Admission Number may assist in the various searches made during secondary verification.
2. Applicant's Name: Enter last, first and middle names of the applicant. If the documentation indicated more than one variation of the name, enter all versions.
3. Nationality: Enter the foreign nation or country to which the applicant owes his allegiance. This is normally, but not always, the country of birth.
4. Date of Birth: Enter the birth date using the month-date-year format i.e. 01-12-66. If the complete date of birth is unknown, you should give all available information.
5. Social Security Number: Enter the alien's nine-digit Social Security Number if known. You should copy the number directly from the alien's Social Security card whenever possible.
6. Verification Number: Enter the Verification Number assigned from the SAVE primary search, if applicable.
7. Photocopy of Document Attached/Other Information Attached: Indicate that INS documentation is attached by checking the top box. The bottom box should be used if other information has been included in support or in lieu of INS documents.
8. Benefit/Your Case Number: Mark the blocks showing the entitlement benefit program(s) for which this alien has applied. The applicable case numbers should be noted or "pending" should be indicated if a case number has not yet been assigned.

The person submitting the G-845 should provide his name, title, telephone number and the current date. The name and address of the requesting agency or institution should be typed or stamped in the block labeled "From". The copies of the G-845 ordered from INS will include the address of the File Control Office responsible for processing the form.

INS will check the appropriate box on the G-845 after reviewing the submitted documents. Please see Attachment 3a for an explanation of possible secondary verification responses. Generally, responses 1 through 11 indicate lawful U.S. residence. Note: Responses 9 and 10 indicate an alien not eligible to receive aid. The 12th response shows that the documentation is invalid and the alienage requirement is not met. Responses 13 through 16 require additional action to obtain an INS determination of immigration status. Aliens are permanently residing in the United States under color of law (PRUCOL) if box 18 is checked on the back of the G-845; response 17 indicates they are not PRUCOL. Any other INS comments will be included in response 19.

Aliens are responsible for presenting original INS documents, which should include a photograph whenever possible. If for any reason they cannot, they must request new documents from INS.

Among the documents that INS issues to lawful U.S. residents are:

- o Resident Alien Card (Form I-551)
- o Conditional Resident Alien Card (Form I-551)*
- o Alien Registration Receipt Card (Form I-151)
- o Alien Registration Receipt Card (Form AR-3A)
- o Memorandum of Creation of Record of Lawful Permanent Residence (Form I-181)
- o Temporary Resident Card (Form I-688)*
- o Re-Entry Permit (Form I-327)*
- o Refugee Travel Document (Form I-571)*
- o Arrival-Departure Record (Form I-94)* (This form does not always have an "A" number)

- * If the expiration date has passed, the document is invalid; proceed as you would with an undocumented alien.

The chart in Attachment 4 indicates whether a primary or secondary verification process should be completed. Attachment 5 is the SAVE primary verification screen.

INS is required to maintain a "Record of Disclosure" on all alien registration numbers checked through SAVE. INS will protect an individual's privacy as much as possible, in accordance with IRCA and other statutes. INS cannot use information obtained through a SAVE check to deport an alien or to enforce noncriminal immigration matters.

INS Responses for G-845

1. This document appears valid and relates to a Lawful Permanent Resident alien of the United States: This box reflects a valid I-551, I-181 or I-94 with the notation "Processed for I-551, Temporary Evidence of Lawful Admission for Residence." Immigration law allows this person to live and work in the U.S. on a permanent basis.
2. This document appears valid and relates to a Conditional Resident alien of the United States. This box means a valid I-551, I-181, or I-94 stamped with the notation "Processed for I-551, Temporary Evidence of Lawful Admission for Permanent Residence." This person is allowed to live and work in the U.S. under the law. However, INS will reevaluate their status in two years. Conditional resident alien status normally is granted to aliens that marry U.S. citizens, nationals or permanent resident aliens.
3. This document appears valid and relates to an alien authorized employment as indicated below: This indicates full or part-time employment, and also the period of employment. "Indefinite" will be indicated if there is no specific expiration date for employment eligibility.
4. This document appears valid and relates to an alien who has an application pending for: This box is used to indicate new immigration status or a change in immigration status. If a change of status is pending, the appropriate block indicating their current status also will be checked.
5. This document appears valid and relates to an alien having been granted asylum/refugee status in the U.S.: This box indicates an alien granted temporary refugee status or asylum in the U.S., because of persecution or a well-founded fear of persecution in his country of nationality.
6. This document appears valid and relates to an alien paroled into the U.S. pursuant to Section 212 of the I&N Act: This box shows temporary status for an alien who has entered the U.S. under emergency conditions or in the public's best interest.
7. This document appears valid and relates to an alien who is a Cuban/Haitian entrant: This indicates a temporary status for Cubans who entered the U.S. between April 15, 1980, and October 10, 1980, and also Haitians who entered the country before January 1, 1981.
8. This document appears valid and relates to an alien who is a

conditional entrant: This box reflects a refugee who entered the U.S. or adjusted his status to lawful permanent resident alien under the seventh preference category of Public Law 89-236.

9. This document appears valid and relates to an alien who is a nonimmigrant: This box reflects an alien who is temporarily in the U.S. for a specific purpose such as a student, visitor and foreign governmental official.
10. This document appears valid and relates to an alien not authorized for employment in the U.S. This box is used to indicate the alien's status prohibits employment in the U.S..
11. Continue to process as legal alien. INS is searching indices for further information: This box is used to indicate INS is withholding judgment regarding the status or validity of documentation pending further investigation. It does not mean the applicant is an illegal alien or the holder of fraudulent documentation.
12. This document is not valid because it appears to be: This box reflects expired documentation, altered or counterfeit documents. The back of the G-845 will contain an explanation.
13. This document relates to an alien who has filed an application for U.S. residency pursuant to Section 245(A)(C)(5) of the I&NA (Amnesty/SAW) which requires that your request be accompanied by an original consent of disclosure statement made by the alien applicant prior to INS divulging additional information: This box means you must resubmit the G-845, readable copied documents and a signed consent of disclosure statement.
14. No determination can be made from the information submitted. Please obtain a copy of the original alien registration documentation and resubmit: This directs you to resubmit the G-845 with copies of the original alien documentation.
15. No determination can be made without seeing both sides of the document submitted: The G-845 has to be resubmitted with copies of both sides of each document.
16. Copy of document is not readable: The G-845 has to be resubmitted with higher quality copies of the original alien documentation.
17. INS actively pursues the expulsion of an alien in this class/category. This response means INS will deport the alien.
18. INS is not actively pursuing the expulsion of an alien in

REPORT: RS-SAV100-R001
PROGRAM: SAV100

06/24/88
PAGE 1

STATE OF CALIFORNIA - DEPARTMENT OF HEALTH SERVICES
SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS

IMMIGRATION AND NATURALIZATION SERVICE RESPONSE

COUNTY: _____ DISTRICT: _____ WORKER: _____

CASE-NAME-OR-NUMBER: _____ NAME: _____

ALIEN-NUMBER : _____

LAST-NAME : _____

FIRST-NAME : _____

DATE-OF-BIRTH : _____

COUNTRY-OF-BIRTH : _____

SSN : _____

DATE-OF-ENTRY : _____

EMPLOYMENT-ELIGIBILITY-MESSAGE

* *
* *
* *
* *

BATCH CONTROL NO. : _____

July 25, 1988

Immediate Secondary Verification

	Initiate Primary	Immediate Secondary
Valid-appearing I-551, I-151, AR-3A, I-688, I-327, or I-571 with A-Number between A0 000 001 and A59 999 999	X	
Counterfeit-appearing or altered document		X
No A-Number on document		X
A-Number in A60 000 000, A70 000 000, or A80 000 000 series		X
I-689 or I-688A		X
I-181, or I-94 in a foreign passport that bears the endorsement "Temporary Evidence of Lawful Admission for Permanent Residence," processed over one year ago		X
Any INS receipt		X
Other I-181, or endorsed I-94 on a foreign passport	X	

this class/category, at this time. This box reflects the
alien is residing in the United States under color of law
(PRUCOL).

Statement of Citizenship/Alien Status (CA 64)
Form Instructions

Purpose

The Immigration Reform and Control Act of 1986 (IRCA) requires as a condition of an individual's eligibility, that each AFDC and Food Stamp applicant and recipient declare in writing under penalty of perjury, whether or not the individual is a citizen or national of the United States, and if not, whether the individual is in satisfactory immigration status. Satisfactory immigration status means an immigration status which does not make the individual ineligible for benefits under AFDC and Food Stamp program regulations. The applicant/recipient must only declare that he/she is in the United States as a lawful alien resident. Determination of satisfactory immigration status will be made by the County Welfare Department according to current program regulations.

Implementation of the Statement of Citizenship/Alien Status (CA 64) will begin October 1, 1988 as specified in IRCA. The form is designed to satisfy the declaration requirement for individuals. It also serves to notify alien applicants/recipients that information provided on their immigration status will be verified with the Immigration and Naturalization Service (INS).

Note: In AFDC assistance units and Public Assistance households, the CA 2 will satisfy the declaration requirement. However, in this instance, the eligibility worker must verbally inform the applicant/recipient of the requirements under IRCA and annotate on the CA 2 that this information was given.

Preparation

When the CA 64 is used it will be given: at application; to all cases currently on aid on October 1, 1988 no later than the next AFDC redetermination or Food Stamp recertification; and, when a new person is added to the AFDC assistance unit or Food Stamp household, or any time an alien status change is reported.

Complete the form by having the applicant/recipient enter the following data:

Name

Applicant/recipient name (first, middle and last).

Citizen, National, or Legal Alien

Check the appropriate box.

Nationals are not citizens, however, they owe allegiance to the United States. Permanent residents of American Samoa and Swain's Island are nationals of the United States and are eligible for benefits. However, for AFDC they must provide adequate documentation proving they are a national of the United States. For Food Stamps, documentation is required only when questionable.

Alien Registration Number

If the applicant/recipient is an alien, the alien registration number should be entered in this space. This is known as the A number. It starts with A and is followed by seven to eight digits. If the A number is unknown, this space should be left blank and secondary verification, which is a manual process, must be initiated. Use the form G-845.

Social Security Number

Applicant's/recipient's social security number. Note that the SAVE system may not have a social security number for all documented aliens. If there is no social security number, leave this space blank.

Date of Birth

Date of birth (month, day and year).

Place of Birth

Country where the applicant/recipient was born.

Signature and Date

For AFDC applicants/recipients, each adult must sign and date the declaration form and enter the date in the appropriate space. The parent or caretaker relative must sign and date for each child in the assistance unit.

Consent of Disclosure

I freely and voluntarily waive the confidentiality provision of the Immigration Reform and Control Act of 1986 (IRCA) to permit the Immigration and Naturalization Service (INS) to provide

Agency: _____

my alien status for purposes of determining my eligibility for

Type of Benefit: _____

I understand that the Immigration Reform and Control Act of 1986 (IRCA) precludes the Immigration and Naturalization Service (INS) from using, publishing, or making available information related to my application for adjustment to temporary residence except as provided by law (confidentiality provision).

Name (Printed): _____

Signature: _____

Date: _____

Consent of Disclosure (CA 64A)

Form Instructions

PURPOSE

The Consent of Disclosure (CA 64A) is used for aliens under the legalization (amnesty) and Special Agricultural Worker (SAW) programs of the Immigration Reform and Control Act of 1986 (IRCA). These aliens must sign a waiver of the confidentiality provision under IRCA to permit the Immigration and Naturalization Service (INS) to disclose information on the alien's immigration status to the County Welfare Department. The CA 64A must be attached to the G-845 when secondary verification is initiated via the Systematic Alien Verification for Entitlements (SAVE) system.

PREPARATION

The agency name and type of benefit requested should be entered on the appropriate line. The alien should print his/her name, sign and date the form. The CA 64A is attached to the G-845 along with photocopies of documents presented by the alien. A copy of the CA 64A should be retained in the case file.

The signature does not have to be witnessed by an eligibility worker. However, if the alien signs with an "X," the signature must be witnessed, but not necessarily by the eligibility worker.

STOCK

A camera ready copy of the CA 64A is attached for local reproduction by counties. At this time, it will not be stocked in the Department of Social Services Warehouse. If the need for large numbers of stock is determined to be necessary, we will consider printing and stocking the form.

TRANSLATIONS

The form will be translated into Spanish, Chinese, Vietnamese, Cambodian and Laotian. Camera ready copies of the translated forms will be mailed under separate cover by the Language Services Bureau.

Statement of Citizenship / Alien Status

Important Information:

- Each applicant for AFDC and Food Stamps must sign under penalty of perjury that he or she is a U.S. citizen, national or lawful alien resident. *This is required by Section 1137 of the Social Security Act.*
- Each person who is not a U.S. citizen or national must show proof of lawful alien resident status before eligibility for aid can be determined.
- Information you give us on alien status will be checked with the Immigration and Naturalization Service (INS).
- Information we get from INS may affect your eligibility and benefits for AFDC and Food Stamps.

Instructions:

- For Cash Aid programs, each adult applicant of the assistance unit must sign below. The parent or caretaker relative must sign for all children in the assistance unit.
- For Food Stamps, each adult household member must sign below. An adult household member must sign the statement for members under 18 years of age. If there is no adult in the household, the applicant may sign for non-adults.

COUNTY USE ONLY	
CASE NAME:	
CASE NUMBER:	
DATE RECEIVED:	

Certification

I certify, under penalty of perjury under the laws of the United States of America and the State of California, that I am, and/or that any person for whom I am signing, is a U.S. citizen, national or lawful alien resident.

I understand the county will send information to the Immigration and Naturalization Service (INS) for verification of alien status.

I understand the information the county gets from INS may affect my eligibility for AFDC and Food Stamps.

Applicant	Citi- zen	Na- tional	Legal Alien	Alien Registration Number	Social Security Number *	Date of Birth	Place of Birth
	(CHECK ONE)						
NAME (PRINT)							
SIGNATURE AND DATE							
NAME (PRINT)							
SIGNATURE AND DATE							
NAME (PRINT)							
SIGNATURE AND DATE							
NAME (PRINT)							
SIGNATURE AND DATE							
NAME (PRINT)							
SIGNATURE AND DATE							
NAME (PRINT)							
SIGNATURE AND DATE							

* A Social Security Number (SSN) is required by Section 402(a) (25) of the Social Security Act for Cash Aid recipients and by the Food Stamp Act of 1977, as amended by Public Law 97-98, for each Food Stamp Household member. These SSNs are required to ensure the accurate issuance of Cash Aid and food Stamp benefits to eligible individuals. SSNs are used in computer matching to prevent duplicate

participation, to check the identity of individuals, to make changes and for program reviews and audits. Refusal to provide an SSN will result in program ineligibility for the individual for whom the SSN is not provided. Also, the SSN will be matched with records from the Social Security Administration, tax, welfare and employment agencies.

For Food Stamp households, each adult household member must sign and date the form. An adult household member must sign and date for household members under 18 years of age. If there is no adult in the household the applicant may sign for non-adults.

The signatures do not have to be witnessed by the eligibility worker. However, if the alien signs with an "X," the signature must be witnessed, but not necessarily by the eligibility worker.

STOCK

Counties may use the attached camera ready copy of the CA 64 for local reproduction until stock is available at the Department of Social Services Warehouse. Stock is not expected until December. Counties will be notified when stock is available on the Notice of Forms Change (GEN 127).

When stock is available, orders should be submitted to the Department of Social Services Warehouse on the GEN 727B, County Forms Order, according to normal procedures.

TRANSLATIONS

Camera ready copies of the CA 64 translated into Spanish, Chinese, Vietnamese, Cambodian and Laotian will be mailed under separate cover.