

# Drive Compliance with an IMAGE Certified Staffing Partner



## WHAT IS IMAGE CERTIFICATION?

In compliance with the Immigration Reform and Control Act of 1986, employers in the US and its territories are required to hire only authorized workers. In 2006, the ICE Mutual Agreement between Government and Employers (IMAGE) program was created to build cooperative relationships between government and the private sector. Designed to strengthen hiring practices and encourage employer compliance and ethical business conduct, IMAGE seeks to prevent the hiring of unauthorized workers by empowering employers with a pragmatic immigration compliance and lawful workforce strategy.

### Employers receiving IMAGE program membership, must comply with the following IMAGE best practices:

- 1 Use the Department of Homeland Security employment eligibility verification program to verify the employment eligibility of all new hires.
- 2 Establish an internal training program, updated annually, on the hiring process.
- 3 Only allow trained individuals to conduct the I-9 process. Include a secondary review as part of each employee's verification.
- 4 Arrange annual I-9 audits - to be completed by either an external auditing firm or a trained employee not otherwise involved in the I-9 process
- 5 Establish a self-reporting procedure for the reporting of any violations and discovered deficiencies.
- 6 Ensure and document the definitive resolution of no-match letters received from the Social Security Administration (SSA).
- 7 Establish a "tip" mechanism for employees to report activity relating to the employment of unauthorized persons. Also establish a protocol for responding to employee tips.
- 8 Establish and maintain appropriate policies, practices, and safeguards against use of the verification process for unlawful discrimination.
- 9 Communicate IMAGE guidelines to other companies in the hiring network.
- 10 Submit an annual report to ICE to track results and assess the effect of ten participation in the IMAGE program.

### WHY SHOULD I CHOOSE A PARTNER WHO IS IMAGE CERTIFIED?

Employers with membership in the IMAGE program provide the greatest risk mitigation and brand protection currently available in employment verification. Some key benefits of working with staffing partners who are IMAGE certified are:

- ✓ **Brand Protection**
- ✓ **Fine and Lawsuit Avoidance**
- ✓ **Workforce Integrity and sustainability**
- ✓ **Increased Marketability**
- ✓ **Compliance Training**

Staff Management is a charter member of the IMAGE program—the only staffing provider of the 9 original program members. With over a decade of leadership in IMAGE, Staff Management continues to incorporate Department of Homeland Security best practices into daily-operations including within Stafftrack®, its proprietary technology platform.

For more information on how Staff Management | SMX can support your complete contingent workforce strategy, visit: [www.staffmanagement.com](http://www.staffmanagement.com)