

9 FAM 42.73 PROCEDURAL NOTES

(CT:VISA-1840; 06-12-2012)
(Office of Origin: CA/VO/L/R)

9 FAM 42.73 PN1 MACHINE READABLE IMMIGRANT VISAS

(CT:VISA-1470; 08-13-2010)

The machine-readable immigrant visa (MRIV) is printed on the same adhesive foils used for nonimmigrant visas (NIV) and includes the following information:

- (1) Biographic data about the immigrant visa applicant;
- (2) Information about the immigrant visa itself, (issuing post, visa type, case number, date of issuance and date of expiration);
- (3) The registration number (A-number) assigned to the immigrant;
- (4) Any annotations entered to reflect waivers or other information useful for the port of entry (POE) upon the applicant's admission to the United States;
- (5) A digitized photo of the visa recipient; and
- (6) Two lines of machine-readable data scanned by the immigration officer at the POE.

9 FAM 42.73 PN2 INFORMATION TO INCLUDE ON THE IMMIGRANT VISA (MRIV)

9 FAM 42.73 PN2.1 Annotating the Immigrant Visa

(CT:VISA-1470; 08-13-2010)

- a. You should annotate the immigrant visa with information that is helpful to the immigration officer at the port of entry upon the applicant's admission to the United States. The Immigrant Visa Overseas (IVO) system includes most common annotations in a drop down list, or annotations can be manually entered using up to 44 characters per line.
- b. Indicate any waivers approved by U.S. Citizenship and Immigration Services (USCIS) by annotating the visa. IVO includes drop-down annotations for most waivers that you may use and edit, if necessary.

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- c. Because a beneficiary may not precede the principal applicant in entering the United States, indicate if the applicant is a beneficiary accompanying or following to join the principal applicant. You should use the IVO drop-down annotation: "Valid only if Acc/FTJ Father/Mother/Spouse." Since an alien's plans may change after the visa is issued, you should not modify the annotation.

9 FAM 42.73 PN2.2 Visa Recipient Name

9 FAM 42.73 PN2.2-1 Consistent Spelling of Aliens' Names on Visas and Passports

(CT:VISA-1647; 05-06-2011)

- a. In order to avoid difficulty in identifying and processing aliens coming into the United States, DHS requires that an alien's name be spelled on Form I-94, Arrival and Departure Record, exactly as the name appears on the alien's passport. Consular officers must assist DHS by ensuring that the names of visa applicants are spelled the same on their visa applications Form DS-230, Application for Immigrant Visa and Alien Registration, or Form DS-260, Online Application for Immigrant Visa and Alien Registration, immigrant visas, and passports. If an alien's name has been misspelled on the passport, the alien must have the passport amended to show the correct spelling. All other documents must also show the same correct spelling.
- b. A female alien who marries subsequent to the filing of the petition Form I-130, Petition For Alien Relative, or Form I-140, Immigrant Petition For Alien Worker, but prior to visa issuance, must indicate this on Form DS-230 by listing her maiden name as an "AKA" or on Form DS-260, Online Application for Immigrant Visa and Alien Registration, by answering yes to "Have you ever used another name (i.e., maiden, religious, professional, alias, etc.)?" and listing her maiden name in the "Other Surnames Used (maiden, religious professional, alias, etc.)" field. If Form DS-230 or Form DS-260 has already been submitted, the alien must advise the consular officer of the marriage to ensure that Form DS-230 or Form DS-260 is amended. Posts must enter the maiden name into IVO as an alias. It is not necessary for an alien falling within the purview of this note to obtain a new or amended passport unless local regulations so require.

9 FAM 42.73 PN2.2-2 Alias Information Shown on Immigrant Data Summary Cover Sheet

(CT:VISA-1647; 05-06-2011)

- a. Posts must enter alias information into IVO as part of applicant entry. Alias information is listed on the Immigrant Data Summary page printed by IVO after the Machine-Readable Immigrant Visa (MRIV) is printed and checked for quality assurance (QAed), and placed as a cover sheet on the immigrant visa envelope.

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- b. Posts must limit alias information to names that identify the individual. Posts must include maiden names, anglicized names, which may have been used in the United States, and other distinct names used by the alien. Posts must not, however, include nicknames derived from the real names.

9 FAM 42.73 PN2.2-3 Spanish Name Indexing

(CT:VISA-1647; 05-06-2011)

Posts must enter Spanish names into IVO in strict compliance with the instructions in 9 FAM Appendix F, 513. These instructions accord with the DHS indexing system, and must be followed. Posts must enter Spanish names in the same sequence on visa applications, visas, and passports.

9 FAM 42.73 PN2.3 "City and Country of Birth" and "City and Country of Last Residence"

(CT:VISA-1647; 05-06-2011)

- a. Posts must enter the city and country of birth into IVO. If applicable, enter the region of birth as well.

NOTE: "CITY AND COUNTRY OF LAST RESIDENCE" refers to the last residence outside the United States. Do not enter a U.S. address into this data field.

- b. Exception for Tibetans: Applicants of Tibetan origin who are properly chargeable to China have occasionally vehemently protested the policy of showing China on their immigrant visa (IV) as their country of chargeability and/or place of birth. In such instances, the general policy of showing the country of chargeability and the fact that Tibet is part of China for visa chargeability purposes must be explained to the applicant. Consular officers may make exceptions to showing China as the country of chargeability in individual cases upon consideration of all the circumstances, provided that the internal records of the Department clearly permit the visa to be tracked to China for chargeability purposes. This may be done by entering the code "CCCC" into the computer program that generates Form OF-155-B, Immigrant Visa and Alien Registration, which will result in "unassigned" appearing in the relevant places on the visa.

9 FAM 42.73 PN2.4 "Mother's First Name" and "Father's First Name"

(CT:VISA-1647; 05-06-2011)

Posts must ensure that only the first (given) name of each parent is entered in the IVO data fields. Only in the case of a hyphenated name should more than a single name be included. Additional names or the full name should not be included.

9 FAM 42.73 PN2.5 "Final Address in the United States"

(CT:VISA-1647; 05-06-2011)

Posts must ensure that the final address in the United States is complete and accurate, including a ZIP code when it can be determined. This is the address that DHS will use to mail the applicant the "green card." Posts must enter the State in the form of the official two-letter U.S. postal code. (See 9 FAM 42.73 Exhibit I.) Post must specify "care of" (c/o) to the principal resident at the U.S. address entered into the relevant IVO data fields and printed on the Immigrant Data Summary cover sheet. Failure to indicate the "c/o" designation may result in the return of the green card to the DHS.

9 FAM 42.73 PN2.5-1 Amerasian Notation Under Public Law 97-359

(CT:VISA-1174; 03-31-2009)

Public Law 97-359 requires DHS to report statistics on Amerasians and their dependents who receive immigrant visas (IV) under the terms of that law. So that DHS inspectors at ports of entry (POE) may be able to identify these cases, use the appropriate immigrant visa codes listed in IVO, they begin with the letter "A."

9 FAM 42.73 PN2.5-2 Applicants Classified as Conditional Immigrants

(CT:VISA-1647; 05-06-2011)

- a. The administration of the Immigration Marriage Fraud Amendments of 1986 falls mostly on the DHS.
- b. The primary responsibility of consular officers is to identify, at the time of visa issuance, marriages of less than two years which have been the basis of petition approval. If an applicant's basis for immigration is a marriage to a petitioner which was entered into less than two years prior to the date of visa issuance, the consul must classify the applicant as a "conditional immigrant" using the appropriate symbol listed below:
 - (1) CR1–Spouse of a U.S. citizen;
 - (2) CR2–Child of a U.S. citizen;
 - (3) C21–Spouse of alien resident (subject to country limitation);
 - (4) C22–Child of alien resident (subject to country limitation);
 - (5) C23–Child of C21 or C22;
 - (6) CX1–Spouse of alien resident (exempt from limitations);
 - (7) CX2–Child of alien resident (exempt from limitations);

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- (8) CX3–Child of CX1 or CX2;
 - (9) C24–Unmarried son/daughter of alien resident;
 - (10)C25–Child of C24;
 - (11)C31–Married son/daughter of U.S. citizen;
 - (12)C32–Spouse of C31; or
 - (13)C33–Child of C31.
- c. The Immigration Act of 1990 creates a conditional status for employment-based 5th preference employment-creation visas. The appropriate symbols are listed below:
- (1) C51–Employment-creation outside targeted area;
 - (2) C52–Spouse of C51;
 - (3) C53–Child of C51;
 - (4) T51–Employment-creation in targeted area;
 - (5) T52–Spouse of T51; and
 - (6) T53–Child of T51.

9 FAM 42.73 PN3 ASSEMBLING IMMIGRANT VISA APPLICATION MATERIALS , AND RELEVANT NOTATIONS

(CT:VISA-1470; 08-13-2010)

- a. In cases where the applicant has submitted Form DS-230, Application for Immigrant Visa and Alien Registration, you should attach all support documents to the form, except for medical documents in Class A or B tuberculosis cases and X-ray film. (See 9 FAM 42.73 PN4.)
- b. In cases where the applicant has submitted Form DS-260, Online Application for Immigrant Visa and Alien Registration, you should attach all the support documents together, except medical documents in Class A or B tuberculosis cases and X-ray film. (See 9 FAM 42.73 PN4.)

9 FAM 42.73 PN3.1 Petitions

(CT:VISA-1647; 05-06-2011)

- a. In cases where the applicant has submitted Form DS-230, Application for Immigrant Visa and Alien Registration:
 - (1) If an approved petition has been received, you must attach the petition and any documents affixed immediately under Form DS-230. (Do not

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detach the documents from the petition.) If blood tests were required as supporting evidence of the relationship, you must attach the report of such tests, or a certified copy thereof, to the petition. If the alien is the beneficiary of more than one petition, posts must attach all petitions.

- (2) If the spouse or children of the beneficiary of an approved petition will benefit from the same status, posts must include the petition in the principal applicant's document envelope and insert a notation in items 14A and 14B of the Form DS-230 executed by each alien.
- b. In cases where the applicant has submitted Form DS-260, Online Application for Immigrant Visa and Alien Registration:
- (1) If an approved petition has been received, you must attach all supporting documents received from the applicant under the petition and any documents affixed to the petition. (Do not detach the documents from the petition.) If blood tests were required as supporting evidence of the relationship, you must attach the report of such tests, or a certified copy thereof, to the petition. If the alien is a beneficiary of more than one petition, you must attach all petitions.
 - (2) If the spouse or children of the beneficiary of an approved petition will benefit from the same status, you must include the petition in the principal applicant's document envelope. You must insert a notation in the CCD Web Application Report associated with the Form DS-260, using either the general notation function or the notation function associated with the spouse, children and/or parent sections. Notations should be entered in the CCD Application Web Report association with Form DS-260 executed by each alien.
- c. Posts may issue immigrant visas (IVs) based on official notifications from the Department of Homeland Security (DHS), or in emergency situations, on the basis of an originally approved Form I-797, Notice of Action. DHS will send official notifications to post through the National Visa Center (NVC). NVC then forwards the notifications to posts. In the case of family-based petitions, all original documentation establishing the claimed relationship should be presented. In the case of employment-based petitions, where documentation is necessary in order to determine job requirements and qualifications of the alien, posts may issue an IV on the basis of Form I-797, if accompanied by a certified copy of the original Form I-140, Immigrant Petition For Alien Worker, and supporting documentation which were originally submitted to DHS.
- d. If the post issues the immigrant visa on the basis of an official notification from DHS, include a copy of the notification in the immigrant visa envelope if the visa is issued before the petition is received. In such case, when the petition is received, posts must return it to the DHS approving office with a memorandum indicating:
- (1) Date visa issued;

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- (2) Kind of visa and number, if assigned;
- (3) Name of person to whom visa was issued;
- (4) Port and date of arrival of beneficiary in the United States, if known; and
- (5) Intended place of residence of beneficiary in the United States as stated in the visa.

9 FAM 42.73 PN3.2 Applicants Who Are Subject of Private Legislation

(CT:VISA-1647; 05-06-2011)

If an applicant is the beneficiary of a private law, posts must make a notation under item 35 of Form DS-230, Application for Immigrant Visa and Alien Registration, or on the Online IV Application Report associated with the applicant's submitted Form DS-260, Online Application for Immigrant Visa and Alien Registration, using the general notation function, showing the number of the private law and the provision of law which has been waived or from which relief has been, otherwise, granted by the Congress. When possible, posts should also include a copy of the private law in the supporting documents. If the post is notified by telegram of the enactment of a private law, posts should include the telegram or a certified copy with the other documents.

9 FAM 42.73 PN3.3 Annotation for Waivers Under 212(e), (g), (h), or (i)

(CT:VISA-1470; 08-13-2010)

If an applicant has been accorded the benefits of INA 212(e), (g), (h), or (i), annotate the MRIV, add appropriate case notes to IVO and scan relevant documents into IVO. Make a note under item 35 of Form DS-230, Application for Immigrant Visa and Alien Registration, or on the Online IV Application Report associated with the applicant's submitted Form DS-260, Online Application for Immigrant Visa and Alien Registration, using the general notation function, regarding the INA section invoked.

9 FAM 42.73 PN3.3-1 Annotation to Reapply for Admission

(CT:VISA-1470; 08-13-2010)

DHS may grant permission to reapply for admission to the United States to an immigrant otherwise ineligible under INA 212(a)(9)(A) (8 U.S.C. 1182(a)(9)(A)). However, such permission to reapply does not remove the grounds which led to the alien's denial of admission to or removal from the United States. The reason for such denial of admission or removal may lead to another ground of ineligibility. If consent to reapply for admission has been granted to an applicant, annotate the

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MRIV "212(a)(9)(A): consent to reapply granted by DHS" make appropriate case notes, scan relevant documents into IVO, and make a note under item 35 of the Form DS-230, Application for Immigrant Visa and Alien Registration, or on the Online IV Application Report associated with the applicant's submitted DS-260, Online Application for Immigrant Visa and Alien Registration, using the general notation function.

9 FAM 42.73 PN3.3-2 Notation If Public Charge Bond Posted

(CT:VISA-1647; 05-06-2011)

If a public charge bond has been posted on behalf of an applicant, posts must insert an endorsement in item 35 on Form DS-230, Application for Immigrant Visa and Alien Registration, or on the Online IV Application Report associated with the applicant's submitted DS-260, Online Application for Immigrant Visa and Alien Registration, using the general notation function, showing the amount of the bond and the date and place of posting. Make appropriate case notes and scan relevant documents into IVO.

9 FAM 42.73 PN3.3-3 Notation for Vaccination Waiver

(CT:VISA-1647; 05-06-2011)

- a. If a vaccination requirement has been waived, posts must annotate the immigrant visa to indicate the appropriate waiver grounds in the annotation field, either "212(g)(2)(A), (B) or (C)," as appropriate.
- b. Posts should indicate 212(a)(1)(A)(ii) refusals using the code "12V," to avoid confusion with the previous code for ineligibility due to mental and/or physical disorders, and to ensure accurate data sharing with DHS lookouts. Posts should only enter this code for those cases that are not overcome by a waiver.

9 FAM 42.73 PN4 IMPORTANCE OF PROPER ASSEMBLY OF IMMIGRANT VISAS AND SUPPORTING DOCUMENTS

(CT:VISA-1647; 05-06-2011)

Consular officers must ensure that visas are prepared strictly in accordance with the prescribed procedure. This is not only to reduce the possibility of fraud, but also to prevent the visas from becoming separated from the proper photographs and related and supporting documents, while in the hands of travel agents, pursers, government officials, the courts, and persons operating the Department of Homeland Security (DHS) files over many years.

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9 FAM 42.73 PN4.1 Document Arrangement

(CT:VISA-1647; 05-06-2011)

- a. In cases in which the applicant submitted a DS-230, Application for Immigrant Visa and Alien Registration, you must place all supporting documents, with the exception of medical documents in Class A or B tuberculosis cases and X-ray film and the supporting documentation for the affidavit of support, face up and attached to each other and to the original of Form DS-230, by staple or round-head brass paper fastener in the top center. You must place the extra photograph (with the alien's name, and the "A" number if known, written on the back) in an envelope. You must attach it below the other supporting documents by staple in the upper right corner, to permit easy removal by DHS. (Staples must not touch the photo.)
- b. In cases in which the applicant submitted a DS-230, Online Application for Immigrant Visa and Alien Registration, you must attach all supporting documents, with the exception of medical documents in Class A or B tuberculosis cases and X-ray film and support documentation for the affidavit of support, face up to each to each other by staple or round-head brass paper fastener in the top center. You must place the extra photograph (with the alien's name, and the "A" number if known, written on the back) in an envelope. They must attach it below the other supporting documents by staple in the upper right corner, to permit easy removal by DHS. (Staples must not touch the photo.) NOTE: You should not print out the DS-260, Online Application for Immigrant Visa and Alien Registration, or the association Online IV Application Report and it should not be placed in the packet.

9 FAM 42.73 PN4.2 Document Placement in Envelope

(CT:VISA-1647; 05-06-2011)

- a. In cases where the applicant filed a Form DS-230, Application for Immigrant Visa and Alien Registration:
 - (1) You must put Form DS-230, and supporting documents into a 9-1/2" x 12" Kraft envelope with gummed flap and "Foreign Service of the United States of America" and "Official Business" printed thereon, from which the bottom left corner has been cut. Posts must make the cut by starting 3" from the bottom of the envelope and continuing on an angle of approximately 50 degrees to a point 2 inches from the left side of the envelope. The envelope must bear the following wording in large type:

IMPORTANT NOTICE:

TO BE OPENED ONLY BY A U.S. IMMIGRATION OR PUBLIC HEALTH SERVICE OFFICER. THIS IS YOUR VISA. IT MUST BE SURRENDERED TO THE U.S. IMMIGRATION OFFICER AT A PORT OF ENTRY INTO THE UNITED STATES. DO NOT PACK IT; IT MUST BE HAND-CARRIED.

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- (2) You must place both parts of Form DS-230, and attached documents in the envelope so that the upper left corner of the packet protrudes through the missing corner of the envelope.
- b. In cases where the applicant filed a Form DS-260, Online Application for Immigrant Visa and Alien Registration:
- (1) You must put all supporting documents into a 9-1/2" x 12" Kraft envelope with gummed flap and "Foreign Service of the United States of America" and "Official Business" printed thereon, from which the bottom left corner has been cut. You must make the cut by starting 3" from the bottom of the envelope and continuing on an angle of approximately 50 degrees to a point 2 inches from the left side of the envelope. The envelope must bear the following wording in large type:

IMPORTANT NOTICE:

TO BE OPENED ONLY BY A U.S. IMMIGRATION OR PUBLIC HEALTH SERVICE OFFICER. THIS IS YOUR VISA. IT MUST BE SURRENDERED TO THE U.S. IMMIGRATION OFFICER AT A PORT OF ENTRY INTO THE UNITED STATES. DO NOT PACK IT; IT MUST BE HAND-CARRIED.
 - (2) You must place all support documents in the envelope so that the upper left corner of the packet protrudes through the missing corner of the envelope.

9 FAM 42.73 PN4.3 Medical Documents

(CT:VISA-1174; 03-31-2009)

Post's disposition of the medical documents will vary depending on whether or not a class A or B medical condition exists. See 9 FAM 42.66 N14, 15, and 16 for specific information on disposition of medical documents after visa issuance to applicants with and without class A or B medical conditions.

9 FAM 42.73 PN4.4 Aliens Exempt from Vaccination Requirement

(CT:VISA-1647; 05-06-2011)

The adoptive or prospective adoptive parent(s) must provide an original copy of the signed affidavit to a consular officer either prior to or at the time of the visa interview for inclusion in the case file. This copy must be attached to the Form DS-2053, Medical Examination for Immigrant or Refugee Applicant, and included with the supporting documents attached to the issued IR-3 or IR-4 visa.

9 FAM 42.73 PN4.5 Affidavit of Support and other Supporting Documents

(CT:VISA-1470; 08-13-2010)

- a. In cases where the applicant submitted Form DS-230, Application for Immigrant Visa and Alien Registration, Form I-864, Affidavit of Support Under Section 213A of the Act, must be included in the stapled visa packet along with the Form DS-230, and other supporting documents.
- b. In cases where the applicant submitted Form DS-260, Online Application for Immigrant Visa and Alien Registration, Form I-864, Affidavit of Support Under Section 213A of the Act, must be included in the stapled visa packet along with the support documents.
- c. Supporting documents should be included in the visa packet but should not be stapled or grommeted to the Form I-864 or other documents attached to the Form DS-230. Supporting documents consist of the following:
 - (1) The most recent Federal income tax return filed prior to the time of Form I-864 signing; and
 - (2) Evidence of assets and liabilities (if applicable).

9 FAM 42.73 PN4.5-1 Documents for Accompanying Dependents

(CT:VISA-1470; 08-13-2010)

Each applicant must submit a signed Form I-864, Affidavit of Support Under Section 213A of the Act, (and Form I-864-A, Contract Between Sponsor and Household Member, if needed). If, however, the principal applicant and dependents will travel together, only one complete set of supporting documents is required. The supporting documents should be included in the principal applicant's visa packet and the principal applicant's alien registration number should be recorded on each accompanying dependent's Form I-864 in the "FOR AGENCY USE ONLY" box on page 1.

9 FAM 42.73 PN4.5-2 Documents for Following-to-Join Dependents

(CT:VISA-1470; 08-13-2010)

Each applicant must submit a signed Form I-864, Affidavit of Support Under Section 213A of the Act, (and Form I-864-A, Contract Between Sponsor and Household Member, if needed). If all following-to-join applicants will travel together, only one complete set of supporting documents is required. The documents should be included in one applicant's visa packet and his or her alien registration number should be recorded on each accompanying dependent's Form

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I-864 in the "FOR AGENCY USE ONLY" box on page 1 for all following-to-join immigrants.

9 FAM 42.73 PN4.5-3 Documents for Family Members with Separate Petitions

(CT:VISA-1367; 10-29-2009)

If separate petitions have been filed for family members, even accompanying or following-to-join relatives, a complete set of supporting documents is required for each principal applicant.

9 FAM 42.73 PN4.6 Using Rubber Stamp Seal When Sealing Envelopes

(CT:VISA-1781; 12-02-2011)

Posts must seal all envelopes containing the visa documentation by imprinting the rubber stamp seal one time in the center where the flap is glued to the body of the envelope.

9 FAM 42.73 PN4.7 Assembling Visa

(CT:VISA-1647; 05-06-2011)

- a. In cases where the applicant submitted Form DS-230, Application for Immigrant Visa and Alien Registration, you must place the Immigrant Data Summary page which is printed after the immigrant visa is printed and QAed, on top of the envelope containing Form DS-230, Application for Immigrant Visa and Alien Registration, and the supporting documents, aligning the upper left corners of the Summary Page and Form DS-230 protruding through the envelope. If applicable, posts should place these on top of the envelope containing Forms DS-2053 or DS-2054, Medical Examination for Immigrant or Refugee Applicant; Form DS-3024 or DS-3030, Chest X-Ray and Classification Worksheet; Form DS-3025, Vaccination Documentation Worksheet; and Form DS-3026, Medical History and Physical Examination Worksheet. Posts must attach the Summary Page, Form DS-230, supporting documents, and the Form DS-2053 or DS-2054 envelope (if applicable), with two heavy-duty staples in the upper left corner of Summary Page, well above the space for the alien's name so as not to obscure the name. When attaching an envelope containing medical forms, consular officers should ensure that staples do not go through the documents inside the envelope. Posts should assemble individually the visas of members of a family group; they must not be attached together with staples.
- b. In cases where the applicant submitted Form DS-260, Online Application for Immigrant Visa and Alien Registration, you must place the Immigrant Data

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Summary page which is printed after the immigrant visa is printed and QAed, on top of the envelope containing the supporting documents, aligning the upper left corner of the Summary pages and the supporting documents protruding through the envelope. If applicable, posts should place these on top of the envelope containing Forms DS-2053 or DS-2054, Medical Examination for Immigrant or Refugee Applicant; Form DS-3024 or DS-3030, Chest X-Ray and Classification Worksheet; Form DS-3025, Vaccination Documentation Worksheet; and Form DS-3026, Medical History and Physical Examination Worksheet. Posts must attach the Summary Page, Form DS-230, supporting documents, and Form DS-2053 or DS-2054 envelope (if applicable) with two heavy-duty staples in the upper left corner of Summary Page, well above the space for the alien's name so as not to obscure the name. When attaching an envelope containing medical forms, consular officers should ensure that staples do not go through the documents inside the envelope. Posts must assemble individually the visas of members of a family group; they must not be attached together with staples.

9 FAM 42.73 PN5 DERIVATIVE BENEFICIARIES CANNOT PRECEDE PRINCIPAL ALIEN

(CT:VISA-1470; 08-13-2010)

Annotate the MRIV for derivative beneficiaries to inform both the applicant and the port of entry that they cannot precede the principal applicant in entering the United States and their visa is valid only if they accompany or follow-to-join the principal applicant. See 42.73 PN2.1 for more information on annotating MRIVs.

9 FAM 42.73 PN6 ALIEN POSSESSING PREVIOUSLY ISSUED FORM I-551, PERMANENT RESIDENT CARD

9 FAM 42.73 PN6.1 Application for Replacement Form I-551, Permanent Resident Card

(CT:VISA-1647; 05-06-2011)

A recipient of a returning resident (SB-1) visa will normally possess a previously issued Form I-551, Permanent Resident Card. If, for some reason the alien no longer possesses the form, posts should instruct the alien to apply for a replacement on Form I-90, Application to Replace Permanent Resident Card.

9 FAM 42.73 PN6.2 Inclusion of Form I-551,

Permanent Resident Card, in Visa

(CT:VISA-1647; 05-06-2011)

Posts must include in the immigrant visa (IV) any previously issued Form I-551, Permanent Resident Card, possessed by the alien, including returning resident (SB-1) aliens, in the same envelope as the extra photograph.

9 FAM 42.73 PN7 STATEMENT SIGNED BY ALIEN OF MARRIAGEABLE AGE ISSUED VISA AS "CHILD"

(CT:VISA-1174; 03-31-2009)

See 9 FAM 42.72 PN1.

9 FAM 42.73 PN8 STATEMENT ATTACHED TO VISA ISSUED UNDER NUMERICAL LIMITATION

(CT:VISA-1174; 03-31-2009)

See 9 FAM 42.72 PN2.

9 FAM 42.73 PN9 SOCIAL SECURITY REGISTRATION

(CT:VISA-1840; 06-12-2012)

- a. The Social Security Act requires that every new immigrant, regardless of age, be issued a Social Security number (SSN) at the time of admission to the United States for lawful permanent residence (LPR). Non-citizens applying to enter the United States may apply for their SSN on Form DS-230, Application for Immigrant Visa and Alien Registration, Part II, Questions *43a* and *43b* or on Form DS-260, Online Application for Immigrant Visa and Alien Registration, Social Security Number Information Page, if they will be 18 years of age or older upon their arrival. Those who do so can expect to receive their SSN card at their new U.S. address within three weeks of arriving. 9 FAM 42.73 Exhibit III explains the process further.
- b. Those who cannot or do not apply for their SSN cards on their visa application must visit their local Social Security office to apply once they have a permanent address in the United States. Applicants must bring their passport with their MRIV or Form I-551, Permanent Resident Card, if they have it; and their birth certificate and a birth certificate for each member of their family applying for a Social Security number.

9 FAM 42.73 PN10 SELECTIVE SERVICE REGISTRATION

(CT:VISA-1647; 05-06-2011)

- a. Under the provisions of the Military Selective Service Act and the Presidential Proclamation dated July 2, 1980, registration is required for males who have attained their 18th birthday but not reached their 26th birthday. Such aliens must present themselves to a U.S. Post Office designated for registration within 30 days after entering the United States.
- b. All such aliens must sign Form DS-1810, Notice of Duty to Register with U.S. Selective Service System (see 9 FAM 42.73 Exhibit IV), at the time of the immigrant visa (IV) interview. Posts must enclose the signed Form DS-1810 with the other documents in the issued IV packet. Posts should also give to the alien a duplicate copy, printed in both English and the language of the host country.

9 FAM 42.73 PN11 FEMALE GENITAL MUTILATION (FGM) NOTIFICATION

(CT:VISA-1174; 03-31-2009)

Section 644 of the Illegal Immigration Reform and Immigrant Responsibility Act (IIRIRA), Public Law 104-208 (8 U.S.C. 1374), requires the Department of Homeland Security (DHS), with the cooperation from the Department of State, to notify visa recipients of the severe harm to physical and psychological health caused by Female Genital Mutilation (FGM). The DHS regulations require that written notice be given to immigrants in countries where FGM is a common practice.

9 FAM 42.73 PN11.1 All Posts Required to Post FGM Notice

(CT:VISA-1470; 08-13-2010)

- a. All posts must display the FGM notice (Form G-1015, Fact Sheet on Genital Mutilation) in the Nonimmigrant Visas (NIV) and/or IV waiting room. This notice (in English, French, Portuguese, Arabic, Amharic, Swahili, and Somali) can be found on CA's Intranet Web site or on the CA Internet home page Web site by clicking on "DHS Fact Sheet on Female Genital Mutilation."
- b. Posts should be able to download and print out locally copies of the notice in the relevant language. Additionally, CA/VO has e-mailed copies of this notice to concerned posts. Posts are authorized to use their Machine Readable Visa (MRV) allotment or fund site if needed to cover local reproduction costs.

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9 FAM 42.73 PN11.2 Requirement to Provide Copy of FGM Notice

(CT:VISA-1174; 03-31-2009)

IIRIRA 644 (8 U.S.C. 1374) allows DHS and the Department to target visa recipients from countries where FGM is a common problem. Posts should provide a copy of the notice to IV recipients in the countries listed below. At the time of interview, consular officers at posts listed below should provide one copy of the notice to each family receiving an immigrant visa.

LIST OF COUNTRIES WHERE FGM IS PREVALENT

Benin	Ethiopia	Mauritania	Egypt
Burkina Faso	Eritrea	Niger	
Cameroon	Gambia	Nigeria	
Central African Republic	Ghana	Sierra Leone	
Chad	Guinea	Somalia	
Cote d'Ivoire	Guinea-Bissau	Sierra Leone	
Democratic Republic of the Congo	Kenya	Tanzania	
Djibouti	Liberia	Togo	
	Mali	Uganda	

LIST OF POSTS TO PROVIDE APPLICANT WITH FORM G-1015

Abidjan	Cotonou	Monrovia
Accra	Dar es Salaam	Nairobi
Addis Ababa	Djibouti	Niamey
Asmara	Kinshasa	Ouagadougou
Bangui	Lagos	Yaounde
Dakar	Lome	

9 FAM 42.73 PN11.3 Downloading FGM Notice from the Web site

(CT:VISA-1647; 05-06-2011)

- a. The Department has posted an English version, as well as available translations, of the DHS Fact Sheet on Female Genital Mutilation (Form G-1015) on the CAWeb Visas Intranet site in the Find Visa Content drop downs under Visa Processing Step; select Interview; then see the header Handouts, Public Notices and Public Information, for the FGM notice G-1015. Posts should print

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out a copy of the notice and reproduce it locally. Posts are authorized to use their MRV allotment or fund site if needed to cover local reproduction costs.

- b. In situations where translations are not available on the CAWeb, posts may also create their own notices in the dialects of the country that they serve. These additional translations may be posted on CAWeb by request.

9 FAM 42.73 PN11.4 Public and Host Government Reaction

(CT:VISA-1174; 03-31-2009)

The social and political sensitivities surrounding FGM in many countries may prompt public or host government reaction to the FGM notice. Posts should draw on the following talking points when responding to any complaints or comments:

- (1) The United States law makes it illegal to perform or allow others to perform FGM in the United States on persons under the age of 18 for other than medical reasons. The law also requires that persons receiving visas be advised of this fact, and of the medical and psychological damage caused by FGM.
- (2) Providing this advice could prevent individuals from doing something in the United States that could result in their becoming subject to criminal prosecution. This is particularly important because people who have grown up in societies where FGM is deeply rooted may erroneously assume that they can follow their customs in the United States.
- (3) We realize that in countries where the practice is common, FGM is deeply rooted in social traditions and culture. We nevertheless believe that FGM is a serious violation of a woman's rights and should be eradicated through education efforts and legislation making the practice of FGM illegal.
- (4) The United States is committed to working with other governments and local community organizations, both in the United States and other countries, to educate people about the serious damage FGM inflicts on women and girls. The practice of FGM is now illegal in the United States, and we believe strongly that persons immigrating to the United States or visiting from countries where FGM is prevalent should be aware of this fact.

9 FAM 42.73 PN12 POST ANALYSES OF SIGNIFICANT DEVELOPMENTS IN VISA ISSUANCES

9 FAM 42.73 PN12.1 Reports to Department of Significant Changes in Post's Visa Issuances

(CT:VISA-1647; 05-06-2011)

- a. Visa issuing officers must report by telegram (CVIS: OPERATIONS) significant changes, as they occur, in the:
 - (1) Classes of visas issued;
 - (2) Types of applicants seeking visas; and
 - (3) Political, economic, and psychological factors affecting the volume and character of visa issuance.
- b. When appropriate, the consular officer should address the probable effect of the reported changes on the post's future workload.
- c. The consular officer must clear the reports with political and economic officers and labor attaches assigned to the post in order to obtain their comments and avoid duplication in reporting.

9 FAM 42.73 PN12.2 Reports to Department of Unusual Backlogs at Post

(CT:VISA-1647; 05-06-2011)

The consular officer must promptly inform the Department (CA/VO/F/I), by telegram, whenever the post is unable or will be unable for two consecutive months to schedule for final appointment all qualified applicants for whom numbers are available. Reports should include a detailed analysis of the anticipated duration of the backlog and suggested steps, including personnel needs, to rectify the situation.

9 FAM 42.73 PN12.3 Reporting Schedule

(TL:VISA-185; 02-26-1999)

See 9 FAM Appendix I Exhibit II for reporting requirements.