

OGC-Approved* Final Language to add to Terms of Service (TOS)

1. This Format is for the Internet Login Terms of Service page (page 6 in this package):

I assume responsibility for the disclosure of my personal information if the computer or other device that I am using to access the MySocialSecurity application does not adequately safeguard my information. I also understand that Social Security is not responsible for the disclosure of my information due to my negligence or for the wrongful acts of others.

2. This Format is for the other 4 Terms of Service pages:

- Remote Registration Terms of Service (page 3)
- In-Person Registration Terms of Service (page 4)
- Reset Extra Security Terms of Service (page 5)
- Add Extra Security Terms of Service (page 7)

Who is responsible if the device you are using is not adequately safeguarded?

You assume responsibility for the disclosure of your personal information if the computer or other device that you are using to access the MySocialSecurity application does not adequately safeguard your information. You also understand that Social Security is not responsible for the disclosure of your information due to your negligence or for the wrongful acts of others.

3. Add a link to *OnguardOnline* in the right-hand alley of the TOS pages.

4. Add language to the first bullet of the Internet Login Terms of Service page (page 6 in this package):

Even with a person's written consent, I understand that I cannot use this online service to access the records of a person:

- ➔ With whom I have a business relationship; or
- ➔ For whom I am an appointed representative.

NOTE : Systems folks have agreed to implement Items 1 and 2 as soon as possible. Systems will implement Item 3 in a future release. Item 4 is a new request from OCOMM.

***FINAL Language also approved by OES, OTS, OCOMM, OIS, OSES, and OISP.**

REVISED ELECTRONIC ACCESS TERMS OF SERVICE

Contents

- [Remote Registration Terms of Service](#).....2
- [In-person Registration – Finish Setup](#).....3
- [Reset Extra Security](#).....4
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- [Add Extra Security](#).....6

Remote Registration Terms of Service

Text Size Accessibility Help

Social Security
The Official Website of the U.S. Social Security Administration

OMB No. 0960-0789
Paperwork Reduction Act

Create an Account

Terms of Service

You must be able to verify some information about yourself and:

- Have a valid E-mail address,
- Have a Social Security number,
- Have a U.S. mailing address, and
- Be at least 18 years of age.

You can create an account only to gain access to your own personal information. Even with a person's written consent, you cannot use this online service to access the records of a person:

- With whom you have a business relationship; or
- For whom you are an appointed representative.

Unauthorized use of this service may subject you to criminal or civil penalties, or both.

What will we do with your information?

We use the information you give us to verify your identity. We verify the information you give us against our records. We also use Experian, an external authentication service provider, to help us verify your identity. Experian verifies the information you give us against their records. We do not share your Social Security number with Experian. Experian keeps your information only for the time period permitted by Federal laws, Regulations, or guidelines. We use Experian's fraud prevention services to protect you from identity theft.

When we make a verification request to establish your account, Experian may use information from your credit report to help verify your identity. As a result, you may see an entry called a "soft inquiry" on your Experian credit report. This will show an inquiry by the Social Security Administration with our address and the date of the request. Soft inquiries do not affect your credit score, and you do not incur any charges related to them. Soft inquiries are displayed in the version of the credit profile viewable only to consumers and are not reported to lenders. The soft inquiry will not appear on your credit report from Equifax or TransUnion, and will generally be removed from your Experian credit report after 25 months. Once you have registered for an online account, you will not generate additional soft inquiries by logging in to access our services.

What happens if you provide false information or misuse this service?

You may be subject to criminal or civil penalties, or both, if you provide false or misleading statements to sign in or create an account or engage in unauthorized use of this service.

I agree to the Terms of Service.

Next **Exit**

Your privacy is important.
For details about our use of your information, we encourage you to read our [Privacy Act Statement](#).

Insert a link to [OnguardOnline](#) here.

Add the following text to this page, after the question and answer "What Happens if you provide false information..." and before the "I agree..." checkbox.

Who is responsible if the device you are using is not adequately safeguarded?

You assume responsibility for the disclosure of your personal information if the computer or other device that you are using to access the MySocialSecurity application does not adequately safeguard your information. You also understand that Social Security is not responsible for the disclosure of your information due to your negligence or for the wrongful acts of others.

In-person Registration Terms of Service

Text Size | Accessibility Help

Social Security
The Official Website of the U.S. Social Security Administration

Finish Setting Up your Account OMB No. 0960-0789
Paperwork Reduction Act

To finish setting up your account, you will need to:

1. enter some personal information,
2. enter the account activation code from the letter that we gave you, and
3. create a username and password.

Your privacy is important.
For details about our use of your information, we encourage you to read our [Privacy Act Statement](#).

Insert a link to OnGuardOnline here.

Terms of Service

What will we do with your information?

We use the information you give us to verify your identity. We verify the information you give us against our records. We also use Experian, an external authentication service provider, to help us verify your identity. Experian verifies the information you give us against their records. We do not share your Social Security number with Experian. Experian keeps your information only for the time period permitted by Federal laws, Regulations, or guidelines. We use Experian's fraud prevention services to protect you from identity theft.

What happens if you provide false information or misuse this service?

You may be subject to criminal or civil penalties, or both, if you provide false or misleading statements to sign in or create an account or engage in unauthorized use of this service.

I agree to the Terms of Service.

Next **Exit**


Add the following text to this page, after the question and answer “What Happens if you provide false information...” and before the “I agree...” checkbox.

Who is responsible if the device you are using is not adequately safeguarded?

You assume responsibility for the disclosure of your personal information if the computer or other device that you are using to access the MySocialSecurity application does not adequately safeguard your information. You also understand that Social Security is not responsible for the disclosure of your information due to your negligence or for the wrongful acts of others.

Reset Extra Security Terms of Service

Text Size | Accessibility Help

 **Social Security**
The Official Website of the U.S. Social Security Administration

Reset or Disable Extra Security

No longer have this cell phone number?
If you cannot use the cell phone number on your account, we can send a letter with instructions for changing or removing your phone.

To reset your cell phone, you will need to:

- enter a mailing address for your reset instructions,
- provide one additional item of information that we can verify, and
- wait 5 to 10 business days for your reset letter to arrive in the mail to complete the process.

Your privacy is important.
For details about our use of your information, we encourage you to read our [Privacy Act Statement](#).

Terms of Service

What will we do with your information?

We use the information you give us to verify your identity. We verify the information you give us against our records. We also use Experian, an external authentication service provider, to help us verify your identity. Experian verifies the information you give us against their records. We do not share your Social Security number with Experian. Experian keeps your information only for the time period permitted by Federal laws, Regulations, or guidelines. We use Experian's fraud prevention services to protect you from identity theft.

When we make a verification request to establish your account, Experian may use information from your credit report to help verify your identity. As a result, you may see an entry called a "soft inquiry" on your Experian credit report. This will show an inquiry by the Social Security Administration with our address and the date of the request. Soft inquiries do not affect your credit score, and you do not incur any charges related to them. Soft inquiries are displayed in the version of the credit profile viewable only to consumers and are not reported to lenders. The soft inquiry will not appear on your credit report from Equifax or TransUnion, and will generally be removed from your Experian credit report after 25 months. Once you have registered for an online account, you will not generate additional soft inquiries by logging in to access our services.



What happens if you provide false information or misuse this service?

You may be subject to criminal or civil penalties, or both, if you provide false or misleading statements to sign in or create an account or engage in unauthorized use of this service.

I agree to the Terms of Service.

Next Cancel

Insert a link to [OnguardOnline](#) here.

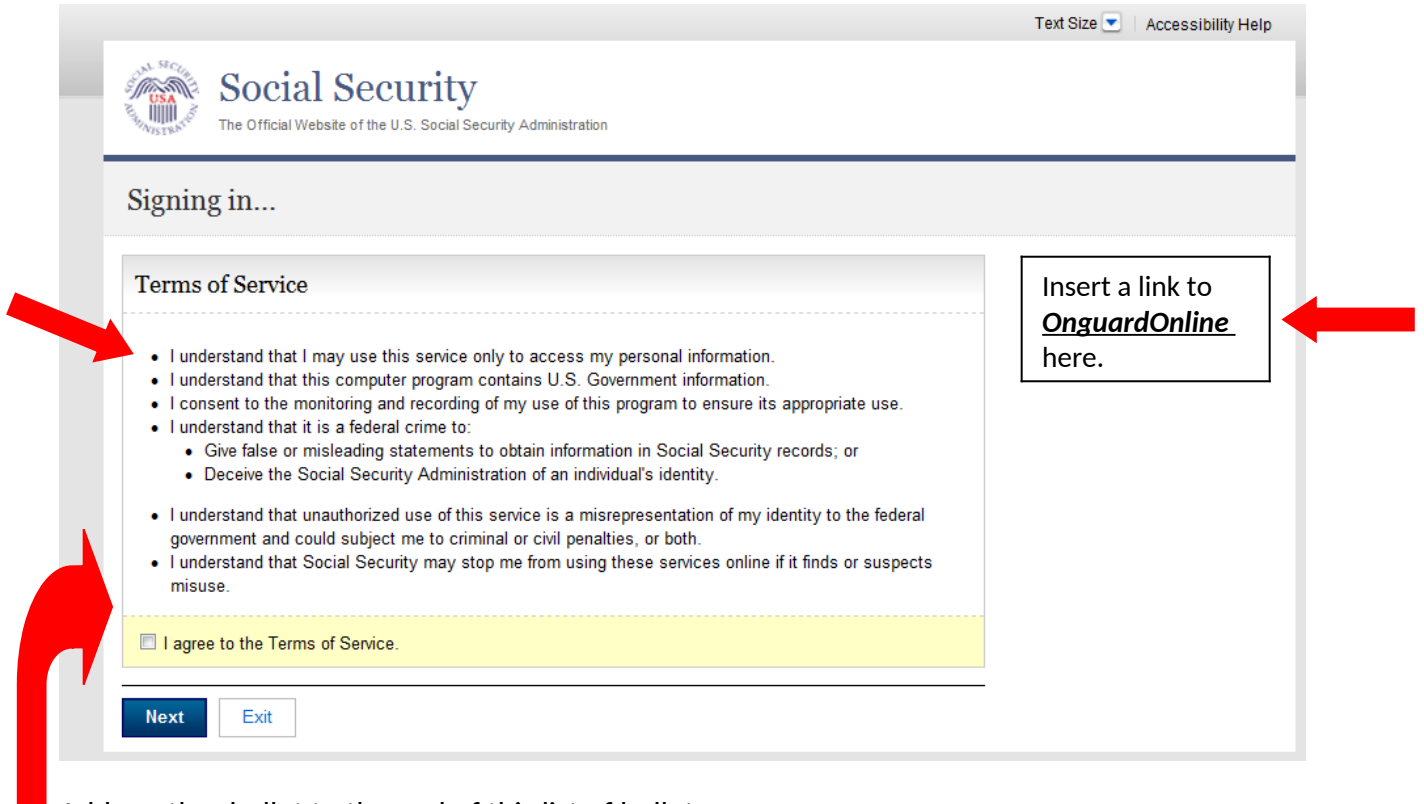


Add the following text to this page, after the question and answer "What Happens if you provide false information..." and before the "I agree..." checkbox.

Who is responsible if the device you are using is not adequately safeguarded?

You assume responsibility for the disclosure of your personal information if the computer or other device that you are using to access the MySocialSecurity application does not adequately safeguard your information. You also understand that Social Security is not responsible for the disclosure of your information due to your negligence or for the wrongful acts of others.

Login Terms of Service



Add another bullet to the end of this list of bullets:

- I assume responsibility for the disclosure of my personal information if the computer or other device that I am using to access the MySocialSecurity application does not adequately safeguard my information. I also understand that Social Security is not responsible for the disclosure of my information due to my negligence or for the wrongful acts of others.

AND

Add this language to the first bullet (“I understand that I may use this service only to access...”):

Even with a person’s written consent, I understand that I cannot use this online service to access the records of a person:

- ➔ With whom I have a business relationship; or
- ➔ For whom I am an appointed representative.

Add Extra Security Terms of Service

Charles Warren | Sign Out Text Size Accessibility Help

my Social Security

My Home Help Center Security Settings

Add Extra Security

What is extra security?
Each time you sign in, we'll send you a text message on your cell phone. [Show me how it works.](#)

To enable this feature, you will need to:

- have a cell phone with text messaging,
- provide one additional item of information that we can verify, and
- wait 5 to 10 business days for your upgrade letter to arrive in the mail to complete the process.

Terms of Service

What will we do with your information?

We use the information you give us to verify your identity. We verify the information you give us against our records. We also use Experian, an external authentication service provider, to help us verify your identity. Experian verifies the information you give us against their records. We do not share your Social Security number with Experian. Experian keeps your information only for the time period permitted by Federal laws, Regulations, or guidelines. We use Experian's fraud prevention services to protect you from identity theft.

When we make a verification request to establish your account, Experian may use information from your credit report to help verify your identity. As a result, you may see an entry called a "soft inquiry" on your Experian credit report. This will show an inquiry by the Social Security Administration with our address and the date of the request. Soft inquiries do not affect your credit score, and you do not incur any charges related to them. Soft inquiries are displayed in the version of the credit profile viewable only to consumers and are not reported to lenders. The soft inquiry will not appear on your credit report from Equifax or TransUnion, and will generally be removed from your Experian credit report after 25 months. Once you have registered for an online account, you will not generate additional soft inquiries by logging in to access our services.

What happens if you provide false information or misuse this service?

You may be subject to criminal or civil penalties, or both, if you provide false or misleading statements to sign in or create an account or engage in unauthorized use of this service.

I agree to the Terms of Service

Next Cancel

Insert a link to [OnGuardOnline](#) here.

Add the following text to this page, after the question and answer "What Happens if you provide false information..." and before the "I agree..." checkbox.

Who is responsible if the device you are using is not adequately safeguarded?

You assume responsibility for the disclosure of your personal information if the computer or other device that you are using to access the MySocialSecurity application does not adequately safeguard your information. You also understand that Social Security is not responsible for the disclosure of your information due to your negligence or for the wrongful acts of others.