

**Supporting Statement for Forms:
SSA-L2765, Request for Self-Employment Information
SSA-L3365, Request for Employee Information
SSA-L4002 Request for Employer Information
20 CFR 422.120
OMB No. 0960-0508**

A. Justification

1. Introduction/Authoring Laws and Regulations

Sections 205(a) and 205(c)(2)(A) of the *Social Security Act* (the *Act*) authorize the Social Security Administration (SSA) to request that an employer, employee, or self-employed individual furnish additional evidence of earnings, such as the name and Social Security number (SSN) shown on the Social Security card of the individual for whom earnings are reported. 20 CFR 422.120 of the *Code of Federal Regulation* implements this authority.

2. Description of Collection

When SSA cannot identify Form W-2 wage data for an individual, we place the data in an earnings suspense file and contact the individual (and certain instances the employer) to obtain the correct information. If the respondent furnishes the name and Social Security number (SSN) information that agrees with SSA's records, or provides information that resolves the discrepancy, SSA adds the reported earnings to the respondent's Social Security record. We use Forms SSA-L2765, SSA-L3365, and SSA-L4002 for this purpose. The respondents are self-employed individuals and employees whose name and SSN information do not agree with their employer's and SSA records.

3. Use of Information Technology to Collect the Information

SSA did not create an electronic version of Forms SSA-L2765, SSA-L3365, and SSA-L4002 under the agency's Government Paperwork Elimination Act plan because they are agency-initiated forms with pre-filled information.

4. Why We Cannot Use Duplicate Information

The nature of the information we are collecting and the manner in which we are collecting it preclude duplication. SSA does not use another collection instrument to obtain similar data.

5. Minimizing Burden on Small Respondents

This collection does not significantly affect small businesses or other small entities.

- 6. Consequence of Not Collecting Information or Collecting it Less Frequently**
 SSA requests workers' names and Social Security numbers as shown on their Social Security card in order to credit reported earnings to the proper earnings record. Failure to obtain the requested information could result in a potential loss of future benefits. Because we collect the information on an as needed basis, we cannot collect it less frequently.

There are no technical or legal obstacles to burden reduction.

7. Special Circumstances

There are no special circumstances that would cause SSA to conduct this information collection in a manner inconsistent with 5 CFR 1320.5.

8. Solicitation of Public Comment and Other Consultations with the Public

The 60-day advance Federal Register Notice published on October 22, 2013, at 78 FR 62932, and we received no public comments. The 30-day FRN published on December 31, 2013 at 78 FR 79723. If we receive any comments in response to this Notice, we will forward them to OMB. We did not consult with the public in the revision of these forms.

9. Payment or Gifts to Respondents

SSA does not provide payments or gifts to the respondents.

10. Assurances of Confidentiality

SSA protects and holds confidential the information it collects in accordance with 42 U.S.C. 1306, 20 CFR 401 and 402, 5 U.S.C. 552 (Freedom of Information Act), 5 U.S.C. 552a (Privacy Act of 1974), and OMB Circular No. A-130.

11. Justification for Sensitive Questions

The information collection does not contain any questions of a sensitive nature.

12. Estimates of Public Reporting Burden

Modality of completion	Number of respondents	Frequency of response	Average burden per response (minutes)	Estimated total annual burden (hours)
SSA-L2765	12,321	1	10	2,054
SSA-L3365	179,749	1	10	29,958
SSA-L4002	121,679	1	10	20,280
Totals	313,749			52,292

The total burden for this ICR is 52,292 hours. This figure represents burden ours, and we did not calculate a separate cost burden.

13. Annual Cost to the Respondents (Other)

This collection does not impose a known cost burden to the respondents.

14. Annual Cost To Federal Government

The annual cost to the Federal Government is approximately \$3,724,824. This estimate is a projection of the costs for printing and inputting data.

15. Program Changes or Adjustments to the Information Collection Request

There has been a decrease in burden hours. This change stems from a decrease in the number of respondents for Form SSA-L4002, Request for Employer Information. Additionally, we stopped sending these forms in 2008 (tax year 2007) but resumed mailings in early 2011 for tax year 2010. We did not issue these forms for tax years 2007-2009. Effective August 29, 2011, SSA suspended Form SSA-L4002 due to budgetary constraints. Effective January 12, 2013, SSA suspended Form SSA-L2765 and SSA-L3365.

16. Plans for Publication Information Collection Results

SSA will not publish the results of the information collection.

17. Displaying the OMB Approval Expiration Date

OMB granted SSA an exemption from the requirement to print the OMB expiration date on its program forms. SSA produces millions of public-use forms with life cycles exceeding those of an OMB approval. Since SSA does not periodically revise and reprint its public-use forms (e.g., on an annual basis), OMB granted this exemption so SSA would not have to destroy stocks of otherwise useable forms with expired OMB approval dates, avoiding Government waste.

18. Exceptions to Certification Statement

SSA is not requesting an exception to the certification requirements at 5 CFR 1320.9 and related provisions at 5 CFR 1320.8(b)(3).

B. Collections of Information Employing Statistical Methods

SSA does not use statistical methods for this information collection.