

**Justification for Non-Substantive Changes
Consent Based Social Security Number Verification (CBSV)**

OMB No. 0960-0760

Background of the collection:

The Consent Based Social Security Number Verification (CBSV) is a fee-based Social Security number (SSN) verification service private business and other requesting parties use to obtain the Social Security Administration's (SSA) validation of SSNs of consenting number holders. After signing a user agreement and completing a registration process, the requesting party submits a file to SSA through either the CBSV internet or web service application. SSA matches the information against our Master File, using SSN, name, date of birth, and gender code (if available). The results file SSA returns to the requesting party over the Internet or web service shows only a match/no match indicator (and an indicator if our records show that the individual issued the SSN is deceased).

Justification for Non-Substantive Changes to the Collection

SSA is proposing to make the following non-substantive changes to the User Agreement collection instrument. These changes ensure the integrity of the program and define standard contracting practices as they relate to Federal contracting guidelines.

- 1) Table of Contents – We updated page numbers and sections.
- 2) We updated language to strengthen the agreement and we made minor grammatical edits.
- 3) We removed all references to batch processing (OMB approved 12/02/13).
- 4) We removed the previous section, Section X Amendments to User Agreement based on our Office of General Counsel recommendation that the agreement cannot be amended.
- 5) Attachment C. Form SSA-89-S (page 27) New Agreement: We added a Spanish version of Form SSA-89

We will implement for fiscal year 2015 upon OMB approval. These changes do not affect the public reporting burden.