

**Justification for Non-Substantive Changes for Form SS-5-FS
Application for a Social Security Card
20 CFR 422.103
OMB No. 0960-0066**

Justification for Non-Substantive Changes to the Collection or Resubmission of the Collection within One Year of OMB Approval

- **Change #1:** In the “USE THIS APPLICATION TO:” section under the “IMPORTANT” heading changed, “For assistance contact any U.S. Social Security office, U.S. Embassy or consulate or the Veterans Affairs Regional Office (VARO) in Manila. For information about services outside the U.S., visit our website at www.socialsecurity.gov/foreign.”

To: “For assistance, contact any U.S. Social Security office or your Federal Benefits Unit. For a complete list of Federal Benefits Units and contact information, visit www.socialsecurity.gov/foreign.”

Justification #1: The Bureau of Consular Affairs (CA) and SSA updated an Interagency Agreement (IAA) that outlines the agreed-upon services that Non-Claims-Taking Posts (NCTPs) including all consular agencies will perform on behalf of SSA starting October 1, 2017. Therefore, revisions are necessary to instruct the applicant of the proper contacts to obtain information and assistance to complete and submit this form. VARO no longer assists SSA in providing services.

- **Change #2:** In the “If YOU HAVE ANY QUESTIONS” section, changed, “If you have any questions about this form or about the evidence documents you must provide, please contact any U.S. Social Security office, U.S. Embassy or consulate or VARO. For information about services outside the U.S., visit our website at www.socialsecurity.gov/foreign.”

To: “If you have any questions about this form or about the evidence documents you must provide, “please contact any U.S. Social Security office or your Federal Benefits Unit. For a complete list of Federal Benefits Units and contact information, visit www.socialsecurity.gov/foreign.”

Justification #2: The Bureau of CA and SSA updated an IAA that outlines the agreed-upon services that NCTPs including all consular agencies will perform on behalf of SSA starting October 1, 2017. Therefore, revisions are necessary to instruct the applicant of the proper contacts to obtain information and assistance to complete and submit this form. VARO no longer assists SSA in providing services.

- **Change #3:** In the “EVIDENCE DOCUMENTS” section, second sentence, changed, “Contact any U.S. Social Security office, U.S. Embassy or consulate or VARO if you cannot provide these documents.”

To: “Contact any U.S. Social Security office or your Federal Benefits Unit if you cannot provide these documents.”

Justification #3: The Bureau of CA and SSA updated an IAA that outlines the agreed-upon services that NCTPs including all consular agencies will perform on behalf of SSA starting October 1, 2017. Therefore, revisions are necessary to instruct the applicant of the proper contacts to obtain information and assistance to complete and submit this form. VARO no longer assists SSA in providing services.

- **Change #4:** In the “EVIDENCE DOCUMENT” section, under “IMPORTANT,” changed the fourth sentence from: “The U.S. Embassy or consulate, military office or VARO will make certified copies of your original documents to mail to the Social Security Administration along with this application.”

To: “Visit any U.S. Social Security office or your Federal Benefits Unit and they will make certified copies of your original documents.”

Justification #4: The Bureau of CA and SSA updated an IAA that outlines the agreed-upon services that NCTPs including all consular agencies will perform on behalf of SSA starting October 1, 2017. Therefore, revisions are necessary to instruct the applicant of the proper contacts to obtain information and assistance to complete and submit this form. VARO no longer assists SSA in providing services.

- **Change #5:** In the “HOW TO SUBMIT THIS APPLICATION” section, changed, “In most cases, you can take or mail this signed application with your documents to any Social Security office, U.S. Embassy or consulate or VARO.”

To: “In most cases, you can mail this signed application or take this signed application with your documents to any U.S. Social Security office or your Federal Benefits Unit.”

Justification #5: The Bureau of CA and SSA updated an IAA that outlines the agreed-upon services that NCTPs including all consular agencies will perform on behalf of SSA starting October 1, 2017. Therefore, revisions are necessary to instruct the applicant of the proper contacts to obtain information and assistance to complete and submit this form. VARO no longer assists SSA in providing services.

- **Change #6:** In the “PRIVACY ACT STATEMENT” section, fifth paragraph, last sentence, changed “The Notice, additional information regarding this for, and information regarding our systems and programs, are available on-line at www.socialsecurity.gov or at any U.S. Embassy, consulate, VARO, or U.S. Social Security office.”

To: “The Notice, additional information regarding this for, and information regarding our systems and programs, are available on-line at www.socialsecurity.gov or at any U.S. Social Security office or your Federal Benefits Unit.”

Justification #6: The Bureau of CA and SSA updated an IAA that outlines the agreed-upon services that NCTPs including all consular agencies will perform on behalf of SSA starting October 1, 2017. Therefore, revisions are necessary to instruct the applicant of the proper contacts to obtain information and assistance to complete and submit this form. VARO no longer assists SSA in providing services.

SSA will implement the changes to the SS-5-FS upon OMB approval.

This action does not affect the public reporting burden.