**Addendum to Supporting Statement for Form SSA-704**

**Certification of Contents of Document(s) or Record(s)**

**20 CFR 404.707, 404.715, 404.716, 404.720, 404.721, 404.723,**

 **404.725, 404.727, 404.728, 404.730, 404.731, 404.732, 404.733,**

 **404.735, 404.1370, 404.1371, 408.202 and 408.216**

**OMB No. 0960-0689**

Minor Revisions to the Collection Instrument

SSA is making the following revisions:

* **Change # 1**: We are revising the language on the label “Birthday Age Shown” on Page 1, Section A.

**Old Language**: Birthday Age Shown

**New Language**: Birthday Age as Shown on Evidence

**Justification #1:** We are updating to clarify that Birthday Age on the evidence could differ than Age.

* **Change #2:** We are revising the language on the label “Nature of Evidence” on page 1, Sections A, B, C and D,

**Old Language**: Nature of Evidence

**New Language**: Type of Evidence

**Justification #2**: We are updating the label to provide clarity.

* **Change #3:** Page 1, Section A, we are updating the box “Other” (Relationship to Applicant”) in two places for this section and in one place in Section C.

**Old Language:** “Other” (Relationship to Applicant”)

**New Language:** Other (Please enter Relationship of Custodian to the Applicant)

**Justification #3**: We are updating the description for “Other” to provide clarity when the document is in neither the custody of the applicant nor record custodian.

* **Change #4:** Page 1, Section B, we are replacing terms “husband” and “wife” with gender neutral terms.

**Old Language:** “husband” and “wife”

**New Language:** “spouse”

**Justification #4:** This will align with the gender-neutral terms used on our other SSA forms.

* **Change #5:** Page 1, Section C, updating the label “Death.”

**Old Language:** Death

**New Language**: Death Certificate

**Justification #5**: We are updating the label to clarify that the evidence was in the form of a death certificate.

* **Change #6:** Page 1, Section E, “Explanation of Record” Question # 2, we are reformatting the boxes and removing the box labelled ballpoint pen.

**Justification #6:** We are revising to align the boxes with the labels, and we are removing the box for ballpoint pen since we already have a box labelled “Ink.”

* **Change # 7:** Page 2, Section G, Official Title section, we need to update the job titles as shown in the chart below.

|  |  |
| --- | --- |
| **Official Title** | **New Title/ Comments** |
| Senior Claims Specialist  | Claims Technical Expert |
| Claims Representative  | Claims Specialist |
| ~~Field Representative~~ | Remove |
| Service Representative  | Customer Service Representative |
| ~~Data Review Technician~~  | Remove |
| Quality Assurance Specialist  | Quality Assurance Technician |
| ~~State Record Custodian~~ | Remove |

 **Justification #7**: We are updating the job titles to reflect the titles currently in use.

* **Change #8:** We are revising the Privacy Act Statement on this form.

**Justification #8:**  SSA’s Office of the General Counsel is conducting a systematic review of SSA’s Privacy Act Statements on agency forms. As a result, SSA is updating the Privacy Act Statement on the form.