

Addendum to the Supporting Statement for Integrated Registration Services (IRES) System
20 CFR 401.45
OMB No. 0960-0626

Minor Revisions to the Collection Instrument

SSA is making the following revisions:

- **Change #1:** We are making changes to the password set for the Business Services Online (BSO) accounts. Users will no longer be able to select a password commonly used, or on list, the user will be required to select a unique password.

Known Bad Password Error – Complete Phone Registration Screen

Social Security Online
www.socialsecurity.gov

Business Services Online
BSO Welcome | BSO Information | Keyboard Navigation

HELP

Online Services Availability

- Monday-Friday: 5 AM - 1 AM ET
- Saturday: 5 AM - 11 PM ET
- Sunday: 8 AM - 11:30 PM ET

Complete Phone Registration

OMB No. 0960-0626
Paperwork Reduction Act

• The password selected is a commonly used password. Please select a more unique password.

A User identification (User ID) and password are required to use Online Services. Your User ID was issued during the registration process. You must now choose your personal password to complete registration.

* Indicates required information

*User ID:

*First Name:

*Last Name:

*Social Security Number:

Known Bad Password Error – Create Your Password Screen

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Create a Login Account

Step 2: Create Your Password

Create an Account

1. [Provide Information](#)
2. **Create Password**
3. Review and Submit
4. Print User ID

• The password selected is a commonly used password. Please select a more unique password.

Your password will be used to log in to online services; your User ID will be provided to you.

* Indicates required information

*Enter Password:

*Re-enter Password:

Security Questions and Answers

The security questions and answers you select will be used to validate your identity in case you forget your password.

*Question 1:

Your Password:

- Must contain exactly 8 characters
- Must contain only numbers and letters
- Must contain at least 1 number and 1 letter
- Must not be a commonly used password
- Is not case sensitive



Known Bad Password Error -

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Log Out

Manage Account

- [View/Edit Account Info](#)
- [Change Password](#)
- [Disable Account](#)

Manage Services

- [View/Edit Services](#)
- [Request New Services](#)
- [View Pending Services](#)
- [Enter Activation Codes](#)

Manage Employer Information

- [Add/Update Employer Information](#)

Online Services Availability

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Your c

Enter

Enter

Confirm New Password:

Cancel

Change Password

- The password selected is a commonly used password. Please select a more unique password.

Request to replace forgotten password

To select a new password, you must answer three random questions that your previously supplied answers to. If you correctly answer the questions you will be allowed to select a new password.

WHAT IS THE NAME OF YOUR FIRST NEPHEW? :

WHAT IS THE NAME OF YOUR FIRST GIRLFRIEND OR BOYFRIEND? :

WHAT IS YOUR HOMETOWN? :

- Must contain exactly 8 characters
- Must contain only numbers and letters
- Must contain at least 1 number and 1 letter
- Must not be a commonly used password
- Is not case sensitive

Change

Password Screen

Justification #1: We are making these changes to enhance security measures.

- **Change #2:** We are revising the Privacy Act Statement on this form.

Justification #2: 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.

