

**Justification for Non-Substantive Change for
Form SSA-4547
Advance Designation of Representative Payee
OMB No. 0960-0814**

Background

Section 201 of the *Strengthening Protections for Social Security Beneficiaries Act of 2018* requires that the Social Security Administration (SSA) offer capable adults and emancipated minors who are applying for or receiving Social Security benefits, Supplemental Security Income, or Special Veterans Benefits the option to advance designate a representative payee (payee). SSA uses the form SSA-4547 Advance Designation of Representative Payee (OMB No. 0960-0814) to offer individuals the option to advance designate. SSA maintains a paper version and Internet version of the form. Accordingly, individuals may submit their advance designations by mailing or submitting a completed paper form SSA-4547, over the phone by calling their local field office or SSA's 800 number, or electronically using their *my Social Security* account or when filing a claim via iClaim.

Advance Designation of Representative Payee Internet (MySSA)

- **Change #1:** We are relocating the Privacy Act Statement to appear prior to the respondent submitting information.

Justification #1: To ensure compliance with the Privacy Act, we are placing the Privacy Act Statement in a location where the respondent will have the opportunity to read it prior to submitting information. Currently, the respondent may read the Privacy Act Statement by clicking a link titled Privacy Act Statement; however, we do not require the respondent to view the Privacy Act Statement prior to submitting information. We are relocating the Privacy Act Statement, so that it is always visible to the respondent prior to submitting information.

Form SSA-4547

- **Change #2:** We are revising the Privacy Act Statements on this collection.

Justification #2: We are revising the Privacy Act Statement to comply with SSA's Office of the General Counsel's guidance that changes the presentation of the Privacy Act Statement to comply with the Privacy Act.

These actions do not affect the public reporting burden.

We will implement these changes upon OMB approval.