

which cannot be procured commercially.

2. Provides coordination, technical advice and guidance to Agency components on SSA's in-house printing operation.

K. The Office of Mail Management (S1SM).

1. Plans, directs and coordinates the SSA mail handling program, including the receipt, processing and dispatch of all incoming and outgoing United States Postal Service mail for SSA headquarters. Provides inter-office mail service for SSA headquarters and priority delivery service in Washington, D.C.

2. Administers oversight of necessary contracts such as the internal mail messenger service. Consolidates and processes outgoing mail from headquarters to district offices, branch offices, program service centers and regional offices.

3. Processes computer-generated priority notices to SSA beneficiaries nationwide, using high-speed equipment to fold, insert and label mailings.

This statement amends part S of the Statement of the Organization, Functions and Delegations of Authority which covers the Social Security Administration (SSA). Notice is given that Chapter S2 for the Office of the Deputy Commissioner for Operations is being amended to reflect internal organizational realignments and the deletion of all references to the Department of Health and Human Services as the parent agency of SSA. The following material replaces Chapter S2 in its entirety.

Chapter S2—Office of the Deputy Commissioner, Operations

S2.00 Mission

S2.10 Organization

S2.20 Functions

Section S2.00 *The Office of the Deputy Commissioner, Operations—(Mission)*: The Office of the Deputy Commissioner, Operations (ODCO) directs and manages central office and geographically dispersed operations installations. It oversees regional operating program, technical, assessment and program management activities. It directs studies and actions to improve the operational effectiveness and efficiency of its components. It promotes systems and operational integration and defines user needs in the strategic planning process. It determines automation support for Operations components. This office defines user concerns in the development of operational and programmatic specifications for new

and modified systems, evaluations and implementation phases.

Section S2.10 *The Office of the Deputy Commissioner, Operations—(Organization)*: The Office of the Deputy Commissioner, Operations, under the leadership of the Deputy Commissioner, Operations, includes:

A. The Deputy Commissioner, Operations (S2).

B. The Assistant Deputy Commissioner, Operations (S2).

C. The Immediate Office of the Deputy Commissioner, Operations (S2A).

1. The Senior Advisor to the Deputy Commissioner, Operations (S2A-2).

D. The Office of the Central Records Operations (S2B).

E. The Office of Disability and International Operations (S2H).

F. The Office of the Regional Commissioner (S2D).

G. The Office of Public Service and Operations Support (S2N).

H. The Office of Telephone Services (S2Q).

I. The Office of Automation Support (S2L).

Section S2.20 *The Office of the Deputy Commissioner, Operations—(Functions)*:

A. The Deputy Commissioner, Operations (S2) is directly responsible to the Commissioner for carrying out the ODCO mission and providing general supervision to the major components of ODCO.

B. The Assistant Deputy Commissioner Operations (S2) assists the Deputy Commissioner in carrying out his/her responsibilities and performs other duties as the Deputy Commissioner may prescribe.

C. The Immediate Office of the Deputy Commissioner, Operations (S2A) provides the Deputy Commissioner with staff assistance on the full range of his/her responsibilities.

1. The Senior Advisor to the Deputy Commissioner, Operations (S2A-2) assists the Deputy Commissioner on a wide variety of special management issues affecting Agency operations and the delivery of SSA programs to the public.

D. The Office of Central Records Operations (S2B) provides executive direction and leadership for the nationwide establishment and maintenance of basic records supporting Social Security programs. It manages centralized records operations and a stand alone data operations center (DOC). The Office receives and processes Social Security earnings reports from private and governmental employers and adjustments or corrections to posted earnings items.

The Office maintains records of SSA enumeration and earnings records in microfilm, magnetic tape and disc form and maintains an ongoing data exchange activity with the Treasury Department on the compilation and verification of individual earnings data.

E. The Office of Disability and International Operations (S2H) provides executive direction and leadership to centralized disability and foreign claims operations. It directs the processing of claims under disability and Black Lung Benefits programs and maintains beneficiary rolls. It directs the review of initial and reconsidered determinations of disability excluded from State agency jurisdiction and directs the authorization of disability claims not authorized by District Offices (DOs) at the initial, reconsideration and other appeal levels. It directs the development, adjudication, authorization of payment or disallowance of claims for Retirement, Survivors and Disability Insurance (RSDI) benefits filed by persons in foreign countries; determines eligibility for Medicare on related claims; and determines entitlement to benefits based on international Social Security agreements. It determines whether and when eligibility or payments should be terminated, suspended, continued, increased or reduced in amount. Recovers or waives recovery of amounts incorrectly paid to beneficiaries. It serves as liaison on operational issues which affect the administration of the United States Social Security program abroad, with the Department of State, other Federal agencies, agencies of foreign governments and private organizations.

F. The Office of the Regional Commissioner (S2D) serves as the principal SSA component at the regional level and ensures effective SSA interaction with other Federal agencies in the regions, State welfare agencies, State Disability Determination Services (DDS) and other regional and local organizations. The Office provides regional program leadership and technical direction for the RSDI programs, the Black Lung Benefits program and the SSI program. It issues regional operating policy and procedures for these programs. It directs a regionwide network of Field Offices (FOs), Teleservice Centers (TSCs) and in the regions where present, Program Service Centers (PSCs). The Office manages and coordinates SSA regional operations. It provides overall management direction for the provision of personnel services and administrative support to SSA regional components. It establishes regional priorities and issues