

N. The Office of Policy Analysis and Evaluation (TAQ) conducts a comprehensive program to analyze cross-cutting policy issues, provide analytic support to external commissions and evaluate current and proposed social welfare policy.

Subchapter TAB—Office of Program Coordination and Planning

TAB.00 Mission
TAB.10 Organization
TAB.20 Functions

Section TAB.00 *The Office of Program Coordination and Planning—(Mission)*: The Office of Program Coordination and Planning (OPCP) provides Agency leadership in identifying policies that can be changed and emerging technologies that can be used to improve service to the public; manages all planning activities for the Deputy Commissioner, including liaison with other Agency, governmental and private sector committees and groups; manages the Agency's on-line (Internet) policies and services; manages the flow of information and assignments within ODCPPEC and in coordination with the Office of the Commissioner and other major SSA Offices; prepares a wide range of information and materials for the Deputy Commissioner; and monitors progress in achieving Commissioner and DCPPEC initiatives and objectives.

Section TAB.10 *The Office of Program Coordination and Planning—(Organization)*: The Office of Program Coordination and Planning, under the leadership of the Director, Office of Program Coordination and Planning, includes:

A. The Director of the Office of Program Coordination and Planning (TAB).

B. The Immediate Office of the Director, Office of Program Coordination and Planning (TAB).

C. The Planning and Technology Policy Staff (TABA).

D. The Program Coordination Staff (TABB).

Section TAB.20 *The Office of Program Coordination and Planning—(Functions)*:

A. The Director of the Office of Program Coordination and Planning (TAB) is directly responsible to the Deputy Commissioner, Programs, Policy, Evaluation and Communications for carrying out ODCPPEC's mission and providing managerial direction to the major components of ODCPPEC.

B. The Immediate Office of the Director, Office of Program Coordination and Planning (TAB) provides the Director with staff assistance on the full range of his/her responsibilities.

C. The Planning and Technology Policy Staff (TABA).

1. Provides Agency leadership in identifying the policies that can be changed and emerging technologies that can be used to improve our service to the public; develops policy scenarios for such change, testing change models and evaluating their efficacy; and recommends policy adjustments and positions to the Deputy Commissioner, Commissioner and the SSA Executive Staff.

2. Identifies how DCPPEC can administer its program functions more efficiently and effectively, considering such influences as workforce demographic changes, Agency-level restructuring and downsizing activities, technology and the organizational vision and missions. Tests change models within the organization.

3. Implements new planning strategies within DCPPEC organizations and manages the DCPPEC planning process, including improvements in information dissemination and coordination for DCPPEC staff.

4. Maintains liaison with Government-wide planning bodies, including committees, working groups, and oversight panels established in conjunction with Government-wide policy, planning and technology assessment activities. Establishes and maintains appropriate relationships with entities in the public and private sectors with respect to technology and policy planning issues.

5. Provides Agency leadership for SSA's on-line (Internet and emerging online information infrastructure) services, including participation with other SSA components, other governmental Agencies and the private sector in designing and testing specific online services which have major policy implications for improving service to the public; manages SSA's Internet services; establishes Internet service policies; and serves as DCPPEC's managing organization for Information Resources Management (IRM) functions.

6. Develops and manages DCPPEC-wide planning initiatives in conjunction with Agency-level planning activities (such as the Agency Strategic Plan, SSA Business Plan, Information Technology Systems plan) and in concert with Government-wide planning and policy review activities, including Presidential, Vice-Presidential and Office of Management and Budget initiatives.

D. The Program Coordination Staff (TABB).

1. Performs a wide variety of analytical, coordinative, technical and liaison activities for the Deputy Commissioner; conducts in-depth

reviews of submittals and policy documents to ensure completeness and consistency with the Social Security Act, regulations and policy; serves as a liaison with other SSA components and Federal agencies; represents the Deputy Commissioner at meetings with officials from other Federal agencies and/or SSA components; and provides guidance to DCPPEC executive staff in the area of communications.

2. Manages the daily flow of assignments and information within DCPPEC components and in coordination with the Office of the Commissioner and other major SSA Offices, ensuring timeliness, quality, and policy consistency in products created within DCPPEC.

3. Prepares a wide range of materials, including analytical papers, memoranda, speeches, talking points and briefing papers on the full range of Agency program provisions and policies.

4. Monitors progress in achieving Commissioner and Deputy Commissioner initiatives, objectives and priorities which involve DCPPEC components.

Subchapter TAC—Office of the Actuary

TAC.00 Mission
TAC.10 Organization
TAC.20 Functions

Section TAC.00 *The Office of the Actuary—(Mission)*: The Office of the Actuary (OACT) plans and directs a program of actuarial estimates and analyses pertaining to SSA-administered retirement, survivors and disability insurance programs and supplemental security programs and to projected changes in these programs. Evaluates operations in the Federal Old-Age and Survivors Insurance Trust Fund and the Federal Disability Insurance Trust Fund, conducts studies of program financing, performs actuarial and demographic research on social insurance and related program issues, and projects future workloads. Provides technical and consultative services to the Commissioner and to the Board of Trustees of those two Trust Funds and appears before congressional committees to provide expert testimony on the actuarial aspects of Social Security issues.

Section TAC.10 *The Office of the Actuary—(Organization)*: OACT, under the leadership of the Chief Actuary, includes:

A. The Chief Actuary (TAC).

B. The Deputy Chief Actuary (Short-Range) (TAC).

C. The Deputy Chief Actuary (Long-Range) (TAC).