

## **Organizational Components within the Social Security Administration**

### **Office of Budget, Finance, and Management**

The Office of Budget, Finance and Management is responsible for developing and monitoring the Social Security Administration's (SSA's) budget, and it writes the policies and procedures to manage the agency's financial systems. The Office is also responsible for all agency facilities; agency acquisitions and grants, and the management of SSA's publications.

### **Office of Communications**

The Office of Communications is responsible for the conduct of SSA's national public information and public affairs programs. The agency's press office is housed within this department.

### **Office of Disability Adjudication and Review**

The Office of Disability Adjudication and Review is the department within SSA where individuals may appeal decisions made on their claims. The Office is one of the largest administrative judicial systems in the world, and manages 141 hearing offices within the U.S. Administrative law judges conduct hearings and issue decisions. The Appeals Council considers appeals from hearing decisions, and acts as the final level of administrative review for the agency.

### **Office of Human Resources**

The Office of Human Resources administers SSA's human resource programs including: human capital and planning initiatives, personnel management, labor management relations, employee relations, civil rights and equal opportunity, and employee training.

### **Office of Legislative and Congressional Affairs**

The Office of Legislative and Regulatory Affairs develops and conducts the legislative program of SSA, serves as the focal point for all legislative activity in SSA, analyzes legislative and regulatory initiatives, and develops specific positions and amendments. It establishes and maintains a working relationship with all Members of Congress.

### **Office of Operations**

The Office of Operations directs and manages the operation of SSA's network of 1,300 Social Security offices within the U.S., and also manages U.S. Social Security operations around the world. It works closely with other SSA offices to develop budgets, monitor systems needs, and write operational policy.

### **Office of Quality Performance**

The Office of Quality Performance is responsible for advising SSA's executives on the agency's quality performance management. It works closely with other SSA offices to direct the agency's quality performance management program.

### **Office of Retirement and Disability Policy**

The Office of Retirement and Disability Policy is the principal advisor to the Commissioner on major policy issues and is responsible for all activities in the areas of strategic and program policy planning, policy research and evaluation, statistical programs, and overall policy development, analysis and implementation. The Office serves as the agency lead spokesperson in presenting policy proposals and analysis within and outside the Executive Branch.

### **Office of Systems**

The Office of Systems directs the conduct of systems and operational integration and strategic planning processes, and the implementation of a comprehensive systems configuration management, data base management and data administration program throughout SSA. In addition, as the Chief Information Officer, the Deputy Commissioner for Systems participates as a member of the Federal CIO Council. The CIO is the focal point for SSA's application of IT management reforms and is responsible for managing the agency's IT investment process and assessing the performance of the agency's major IT investments. This Office also manages and directs SSA's overall information systems security program.

### **Office of the Chief Actuary**

The Office of the Chief Actuary plans and directs a program of actuarial estimates and analyses pertaining to the SSA-administered retirement, survivors and disability insurance programs and Supplemental Security Income program, and to projected changes in these programs. It evaluates operations of the Federal Old-age and Survivors Insurance Trust Fund and the Federal Disability Insurance Trust Fund, estimates future operations of the Trust Funds, conducts studies of program financing; performs actuarial and demographic research on social insurance and related program issues, and estimates future SSA workloads.

### **Office of General Counsel**

The Office of the General Counsel advises the Commissioner on legal matters and is responsible for providing all legal advice to the Commissioner, Deputy Commissioner, and all subordinate organizational departments (except OIG) of SSA in connection with the operation and administration of SSA.

**Office of Inspector General**

The Office of the Inspector General (OIG) is directly responsible for meeting the statutory mission of promoting economy, efficiency and effectiveness in the administration of Social Security Administration programs and operations and to prevent and detect fraud, waste, abuse, and mismanagement in such programs and operations. To accomplish this, the OIG directs, conducts and supervises a comprehensive program of audits, evaluations and investigations relating to SSA's programs and operations. OIG also searches for and reports systemic weaknesses in SSA programs and operations, and makes recommendations for needed improvements and corrective actions.