

# **EVS Federal Privacy Act Statement Individual Employers**

EIN: \_\_\_ - \_\_\_\_ - \_\_\_\_\_

I understand that the Social Security Administration will verify Social Security Numbers (SSNs) solely to ensure that the records of my employees are correct for the purpose of my completing Internal Revenue Service Forms W-2 (Wage and Tax Statement).

I also understand that any information which I receive from records maintained by the Social Security Administration is governed by 5 USC 552a(I) of the Federal Privacy Act. Under this Act, anyone who obtains this information under false pretenses, or uses it for a purpose other than that for which it was requested, may be punished by a fine or imprisonment or both.

Further, EVS information does not imply that you or your employee intentionally provided incorrect information about the employee's name or SSN. It is not a basis, in and of itself, for you to take any adverse action against the employee. EVS should **only** be used to verify workers currently employed or an entire payroll database. Company policy concerning the use of EVS should be applied consistently to all workers, e.g., if used for new hires, verify all new hires; if used to verify your database, verify the entire database. Any employer that uses the information SSA provides regarding name/SSN verification as a pretext for taking adverse action against an employee may violate state or federal law and be subject to legal consequences.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (Printed) \_\_\_\_\_ Title \_\_\_\_\_