



Social Security Administration SSA-801 - Position Description

1. Position Description #:		SZEX-0002S													
2. Official Title:		INSPECTOR GENERAL													
3. Pay Plan/Series/Grade:		EX-1811													
4. Organizational Title:															
5. Classified/Graded By:		BLDoyle					Date:		03/31/1995						
6. Organizational Location:		SSA, OFFICE OF THE INSPECTOR GENERAL (S8A)													
7. Number of Allocations:		1													
8. Reason for Submission:		<input type="checkbox"/> New		<input type="checkbox"/> Redescription				<input type="checkbox"/> Reestablished		<input checked="" type="checkbox"/> Other					
9. Service:		<input checked="" type="checkbox"/> Headquarters		<input type="checkbox"/> Field											
10. Employing Office:		WOODLAWN, MD					11. Duty Station:		WOODLAWN, MD						
12. Fair Labor Standards Act:		<input checked="" type="checkbox"/> Exempt		<input type="checkbox"/> Non-Exempt											
13. Financial Statement Required:		<input checked="" type="checkbox"/> Executive Personnel Financial Disclosure					<input type="checkbox"/> Employment and Financial Interests								
14. Position Status:		<input type="checkbox"/> Competitive		<input type="checkbox"/> Excepted (Specify in Remarks)				<input type="checkbox"/> SES (Gen)		<input type="checkbox"/> SES (CR)					
16 Supervisory/Leader Status:		<input checked="" type="checkbox"/> Supervisory		<input type="checkbox"/> Non-Supervisory				<input type="checkbox"/> Team Leader		<input type="checkbox"/> Work Leader					
17. Sensitivity:		<input type="checkbox"/> Non Sensitive/ Low Risk		<input type="checkbox"/> NonCritical Sensitive		<input type="checkbox"/> Critical Sensitive		<input checked="" type="checkbox"/> X		<input type="checkbox"/> Special Sensitive		<input type="checkbox"/> Moderate Risk		<input type="checkbox"/> High Risk	
		1C AIS		2C AIS		3C AIS		4C AIS		5C AIS		6C AIS			
19. Supervisor Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that the false or misleading statements may constitute violations of such statutes or their implementing regulations. REQUIRED										Typed Name/Title of Immediate Supervisor: Michael J. Astrue Signature of Immediate Supervisor and Date: /s/ Michael J. Astrue 10/14/2008					
20. Higher Level Management Concurrence (Optional)										Typed Name/Title of Higher Level Manager: Signature of Higher Level Manager and Date:					
21 Allocation Certification I certify that each incumbent will perform the grade controlling duties and responsibilities of this position for a substantial amount of time (i.e., 25% or more). REQUIRED for Non-Supervisory GS-14 & Below										Typed Name/Title of Delegated Authorizing Official for Non-Supervisory GS-14 and Below: Signature of Delegated Authorizing Official and Date					
22. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U. S. Code, in conformance with standards published by the Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards and authorize establishment of the position..										Typed Name/Title of Official Taking Action: Signature of Official Taking Action and Date:					
23. Typed Name/Title of Delegated Official for GS-15/ SES: Reginald F. Wells, Deputy Commissioner for Human Resources										Signature of Delegated Authorizing Official for GS-15/SES and Date: /s/ Reginald F. Wells 10/14/2008					
24. Standards and information on application are available in the personnel office. Position Classification Standards used in Classifying Position and date issued:															
25. Remarks: Position Established based on authority under P.L. 103-296 which amended 42 U.S.C. 901 (Social Security Act), Section 702(d), "There shall be in the Administration an IG appointed by the President, by and with the advice and consent of the Senate, in accordance with section 3(a) of the Inspector General Act of 1978." *Cyber Security Code changed to 221, Per email 3/27/18										10/14/2008 Pay Plan designation change to IG per Inspector General Reform Act of 2008 (PL 110-110-409 dated 10-14-08).					
26. Description of Major Duties and Responsibilities (See Attached)															

**POSITION : INSPECTOR GENERAL – PRESIDENTIAL APPOINTMENT
WITH SENATE CONFIRMATION**

APPOINTING AUTHORITY:

The authority to establish this position is found in Title I, Section 102 of the Social Security Independence and Program Improvements Act of 1994 (P. L. 103-296) dated August 15, 1994, which amended 42 U.S.C. 901 (Social Security Act), Section 702 (d), to read “There shall be in the Administration an Inspector General appointed by the President, by and with the advice and consent of the Senate, in accordance with section 3 (a) of the Inspector General Act of 1978.”

The Inspector General Reform Act of 2008 (P.L. 110-409 dated 10/14/08) amended Section 3 of the Inspector General Act of 1978 (5 U.S.C. App.) and established the annual rate of basic pay for an Inspector General as the rate payable for Level III of the Executive Schedule (5 U.S.C. 5314) plus 3 percent.

MISSION:

The Office of the Inspector General is directly responsible for meeting the statutory mission of providing leadership and coordination and recommended policies for activities designed to promote economy, efficiency and effectiveness and detect and prevent fraud, waste and abuse in SSA programs and operations. OIG conducts and supervises audits, investigations, inspections, and evaluations relating to SSA’s programs and operations. The OIG also searches for systemic weaknesses in SSA programs and operations and makes recommendations for needed improvements. The office also provides a means for keeping the Commissioner and the Congress fully and currently informed about problems and deficiencies relating to SSA’s programs and operations and the necessity for and progress of corrective action.

SSA POSITION RISK DESIGNATION CHECKLIST

Position: INSPECTOR GENERAL

→ NATIONAL SECURITY POSITIONS - Efficiency of Service

Location: OFC OF INSPECTOR GENERAL

Level 4 - SPECIAL SENSITIVE POSITIONSThese positions have potential for **EXCEPTIONALLY GRAVE DAMAGE** to the national security.

- Commissioner of SSA
- Any position which the Commissioner determines to be in a level higher than Critical Sensitive.
- Positions which require access to intelligence-related "Specially Sensitive" information.

Level 4C - SPECIAL SENSITIVE Automated Information Systems (AIS)These positions have potential for **EXCEPTIONALLY GRAVE DAMAGE to an AIS.**

- Positions identified as Level 4 above and which are AIS related.

Level 3 - CRITICAL SENSITIVE POSITIONSThese positions have potential for **EXCEPTIONALLY GRAVE DAMAGE** to national security.

- Positions which require access to TOP SECRET and/or SECRET information.
- Positions in which incumbent develops or approves classified plans for the continuity of operations by SSA organizations under national emergency circumstances in conjunction with the accomplishment of SSA emergency management preparedness functions.
- Positions which involve personnel security investigative duties, the issuance of personnel security clearances, duty on personnel security boards or reviewing OPM, FBI, or other investigative agencies' reports of investigation for the purpose of adjudicating any unfavorable information or recommending or approving suitability and/or security determinations when classified information is involved.
- Positions with special investigative, criminal justice or foreign/domestic intelligence duties.

LEVEL 3C- CRITICAL SENSITIVE Automated Information System (AIS)Positions have potential for **EXCEPTIONALLY GRAVE DAMAGE to an AIS.**

- Positions identified as Level 3 above and which are AIS related.

Level 2 - NONCRITICAL SENSITIVE POSITIONThese positions have the potential for **SERIOUS DAMAGE** to national security.

- Positions which require access to SECRET and/or CONFIDENTIAL classified information.
- Positions in which incumbent has been appointed to the SSA Emergency Management teams.

Level 2C -NONCRITICAL SENSITIVE Automated Information System (AIS)These position have potential for **SERIOUS DAMAGE to an AIS.**

- Positions identified as Level 2 above and which are AIS related.

Remarks:

/s/ Executive & Special Services 03/31/1995

Manager's Signature Date

Reviewed By Security Staff Date

Form: http://co.ba.ssa.gov/ope/ccom/forms/sensitivity_stmnt_natl_security.docGuidance: http://co.ba.ssa.gov/ope/ccom/position_sensitivity_mgrs.htm