ORES Website

Upon OMB approval of this report, it will be posted to the ORES website, “Research, Statistics, 
& Policy Analysis” at: http://www.socialsecurity.gov/policy/

Use of the CIPSEA Confidentiality Pledge

ORES did not conduct any surveys or collections of information during calendar year 2015 
that applied to CIPSEA.

Compliance with the CIPSEA Implementation Guidance – Section III (Affirmation of 
Compliance)

1. Physical and Information Systems Security: Only authorized persons are permitted access 
to confidential information stored in SSA’s information systems. SSA’s Mainframe 
computer and ORES secure server sites in Baltimore, MD and Washington, DC are 
compliant with the CIPSEA provisions, the Federal Information Security Management Act 
(FISMA) requirements, the recommended National Institute of Standards and Technology 
(NIST) standards, the SSA Directive from the Chief Information Officer, and the SSA 
Information Systems Security Handbook (ISSH), and the ORES Guidelines for Removing 
Data from the SSA Work Site.

2. Confidentiality Training: All individuals accessing data protected under CIPSEA are 
required to obtain security and suitability clearance and must be certified annually by 
completing an annual CIPSEA PowerPoint training. Non ORES staff/contractors/grantees, 
and other Federal agency employees must also complete, date/sign the CIPSEA Agent 
Agreement.

3. Record Keeping: ORES maintains a spreadsheet that identifies and tracks all individuals 
accessing confidential information protected under CIPSEA.

4. Review of Information Prior to Data Dissemination: ORES established a Disclosure 
Review Board (DRB) that reviews and approves Title 13 and other CIPSEA outputs and 
research reports for disclosure prior to public release. Interim work tabulations/statistical 
outputs are also reviewed by SSA disclosure specialists prior to the individual taking them 
off-site. ORES developed a Rules for Disclosure Avoidance document for data protected 
under CIPSEA that is compliant with Working Papers 22, and with SSA and IRS disclosure 
guidelines. SSA’s DRB and disclosure avoidance document were also approved by the 
Census Bureau’s DRB as compliant with Census Bureau disclosure policy and guidelines.
Use of Agents Provision in CIPSEA

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<th>Purpose</th>
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<tr>
<td>SSA’s Office of Retirement Policy/HRS Restricted Data Sets</td>
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The Data Protected under CIPSEA During Calendar Year 2015.

- The University of Michigan’s Institute for Social Research (UM/ISR). Based on written consent, ORES provides UM/ISR SSA administrative data for respondents taking part in the UM/ISR Health and Retirement Study (HRS). For all verified respondent input records, ORES provides UM/ISR output files of benefits and earnings information, adds an anonymous, public use identifier to each record for linkage purposes, and deletes PII data elements from each record, including the SSN and name.

  UM/ISR links their respondent data to these output files using the anonymous, public use identifier and creates “Restricted Data Sets.” Subsequently, UM/ISR provides ORES a copy of the Restricted Data Sets which ORES agrees to use at a SSA secure site solely for research and statistical purposes.

- The University of Wisconsin's Institute for Social Research (UW). Based on written consent, ORES provides UW SSA administrative data for respondents taking part in the Wisconsin Longitudinal Study (WLS). For all verified respondent input records, ORES provides UW output files of benefits and earnings information, adds an anonymous, public use identifier to each record for linkage purposes, and deletes PII data elements from each record, including the SSN and name.

  UW links their respondent data to these output files using the anonymous, public use identifier and creates “Restricted Data Sets.” Subsequently, UW provides ORES a copy of the Restricted Data Sets which ORES agrees to use at a SSA secure site solely for research and statistical purposes.
Compliance with the CIPSEA Implementation Guidance – Section IV (Designated CIPSEA Agents)

1. **Contracts and Written Agreements:** The “quid pro quo” agreements between SSA and UM/ISR, and SSA and UW contain the appropriate provisions as shown in the Appendix of the CIPSEA Implementation Guidance.

2. **Physical and Information Systems Security:** No CIPSEA data were used at off-site facilities during calendar year 2015.

3. **Confidentiality Training:** All CIPSEA agents are certified annually by completing the PowerPoint training and by completing, signing/dating the CIPSEA Agent Agreement.

4. **Record Keeping:** ORES maintains a spreadsheet that identifies and tracks all individuals, including CIPSEA agents, having authorized access to confidential information.