

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



August 5, 2000

REFUGEE COORDINATOR LETTER NO. 00-24

TO: MUTUAL ASSISTANCE ASSOCIATIONS
COUNTY REFUGEE COORDINATORS
FORUM CHAIRS
STATE ADVISORY COUNCIL

SUBJECT: UNRESTRICTED SOCIAL SECURITY CARDS FOR REFUGEES

Enclosed is the federal Office of Refugee Resettlement State (ORR) Letter 00-14 which reiterates the policy that refugees' social security cards should NOT contain the notation "Valid For Work Only With INS Authorization." Apparently ORR has been receiving reports that social security offices throughout the country have been issuing restricted cards to refugees.

Also, enclosed is the Social Security Administration's (SSA) Policy Instruction regarding this issue. It is recommended that refugees bring a copy of the Policy Instruction with them to social security offices when applying for social security numbers.

If you have any questions about the attached SSA Policy Instruction or its effect on refugees, please call Anna Marie Bena in Washington, D.C. at (202) 260-5186 or send an e-mail to agena@acf.dhhs.gov.

Sincerely

A handwritten signature in black ink that reads "Robert A. Barton".

Robert A. Barton, Chief
Refugee Programs Branch

Enclosures



ADMINISTRATION FOR CHILDREN AND FAMILIES
370 L'Enfant Promenade, S.W.
Washington, D.C. 20447

ORR State Letter

00-14

Date: July 12, 2000

TO STATE REFUGEE COORDINATORS
NATIONAL VOLUNTARY AGENCIES
OTHER INTERESTED PARTIES

FROM *Lavinia Limon*
Lavinia Limon, Director
Office of Refugee Resettlement

SUBJECT ~~Refugees Should Receive Unrestricted Social Security Cards~~

Refugees should receive unrestricted social security cards. A refugee's social security card should NOT contain the notation "Valid For Work Only With INS Authorization." This policy is reiterated in the attached Social Security Administration (SSA) Policy Instruction. ORR recommends that refugees bring a copy of the SSA Policy Instruction when they go to social security offices to apply for social security numbers.

ORR had been receiving reports that social security offices throughout the country were issuing restricted cards to refugees. A restricted social security card can interfere with a refugee's ability to obtain and keep employment. Caseworkers should check social security cards to ensure that refugees have not received cards with restrictive notations. If a refugee has received a restricted card, caseworkers are advised to return to the issuing social security office with the refugee and to present the SSA Policy Instruction so that an unrestricted card can be issued. Also, please inform Anna Marie Bena at the phone number or email address below if you repeatedly encounter problems at certain offices.

If you have questions about the attached SSA Policy Instruction or its effect on refugees, please call Anna Marie Bena (202) 260-5186 or send an email to abena@acf.dhhs.gov

Policy Instruction

07/06/2000 at 02:42:31 PM

Identification Number **AM-00134**

Effective Date:
7/6/2000

Intended Audience: All RCs/ARCs/ADs/FOs/TSCs/OCO
Originating Office: SSA, OPSOS
Title: Correct Coding of SS-5s for Refugees
Type: AM - Admin Messages
Program: Records Maintenance (Earnings & Enumeration)
Reference: RM 00202.230, RM 00203.460
Link To Reference:

Document:

The Office of Refugee Resettlement advises that refugees in resettlement sites located in all SSA regions are incorrectly being issued SSN cards with the legend, "VALID FOR WORK WITH INS AUTHORIZATION" when they are entitled to unrestricted cards.

Proper coding of the PRA field determines the type of SSN card issued to lawfully admitted aliens with work authorization. Therefore, when the CSP field shows the applicant is a "Legal Alien Allowed to Work" and the evidence document submitted shows the alien is either a permanent resident alien or a refugee, the PRA field MUST be coded "Y" so that the system will generate an unrestricted card. (POMS RM 00202.230B.5. and RM 00203.460).

FOs should direct any questions they have regarding the above information to their Regional Office (RO) Support Staffs. ROs may call Jackie Holman on 410-965-7856 with any questions regarding the above.

Marsha Rydstrom
Associate Commissioner, OPSOS

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