



## ***Report Summary***

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Social Security Administration  
Office of the Inspector General

### ***The Handling and Destruction of Social Security Number Cards Deemed as Spoilage (Limited Distribution) (A-15-10-20137)***

Our objective was to determine why the Social Security Administration (SSA) was not timely destroying Social Security number (SSN) cards that were deemed as spoilage during the printing and inserting process.

The SSN card is a valuable asset and needs to be properly accounted for and adequately safeguarded. Although SSA has established procedures for receiving card stock at the NCC and incinerating card stock as part of the destruction process, SSA did not consistently comply with its procedures. In addition, we found these procedures did not provide guidance for removing card stock from the NCC.

At the conclusion of our review, SSA staff advised us they plan to take corrective action to improve the Agency's SSN card destruction practices. At a minimum, those plans will include revising the policies and procedures for SSN card destruction. To assist the Agency in these efforts and address the issues identified in our report, we made three recommendations to SSA. SSA agreed with our recommendations.

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