

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN THE

DEPARTMENT OF LABOR (DOL)

AND THE

SOCIAL SECURITY ADMINISTRATION (SSA)

DOL-25-0019

I. PURPOSE

This MOU between DOL and SSA sets forth the terms and conditions governing the reimbursable detail of **Employee 7** (Detailer) from DOL to SSA.

II. BACKGROUND

Under this MOU, Detailer will be detailed to Social Security Administration's Office of the Commissioner.

The Detailer is currently DOL's Schedule C Policy Advisor assigned to the Office of the Secretary. Detailer's responsibilities include:

- Providing software engineering, modern architecture and system design, project and team leadership, software delivery, security and site reliability engineering, data engineering, engineering management, and/or executive leadership expertise to champion and deliver modern technology.
- Being responsible for a wide range of activities including debugging, software testing, and programming. This includes quickly adapting and learning by problem-solving within legacy systems and organizational constraints while working collaboratively for rapid prototyping.
- Assessing the state of current projects in agencies; planning or leading interventions where major corrections are required.
- Assisting on IT projects including infrastructure, implementing safeguards to prevent fraud, and ensuring the integrity and success of these efforts.
- Championing data strategies and builds interoperability with other agencies as well as internal and external stakeholders.

III. RESPONSIBILITIES OF THE PARTIES TO THIS MOA:

A. DOL Responsibilities:

1. Authorize SSA to retain the Datailee's professional services for the term of this agreement.
2. Retain the Datailee's full time equivalent (FTE) and continue to pay the Datailee's salary and agency benefit contributions for the duration of the detail - including any extensions.
3. Transition the Datailee's work to another staff member during the detail.
4. Provide any transit subsidy benefits due the Datailee.
5. In accordance with DOL practices and procedures, validate the Datailee's reported hours and leave usage in DOL's time and attendance system during the detail and any extensions.
6. Retain the authority to authorize or deny any written requests by the Datailee to perform the duties of the detail assignment on federal holidays or in excess of 40 hours per week.
7. As needed, brief the Datailee on the contents of this MOU and any other applicable information.
8. As needed, maintain and update the Datailee's official personnel record.
9. Continue to be responsible for Datailee's performance evaluations.
10. Retain responsibility for processing the Datailee's payroll actions, including within-grade increases, pay adjustments, etc.

SSA Responsibilities:

1. In-process and out-process the Datailee.
2. Provide workspace (or allow telework), reasonable accommodation if applicable, and equipment (laptop, communication device, etc.) for the Datailee during the detail. The location of the assignment will be 6401 Security Blvd, Baltimore, MD 21235.
3. Provide technical, operational, and administrative support to the Datailee for all assigned activities.

4. Provide and pay for any training DOL requires the detailee to attend in order to carry out duties during the detail.
5. Reimburse the Detailee for any travel, per diem, and other related expenses that the Detailee incurs in connection with carrying out the duties of the detail if outside of Detailee's daily commute to and from the detail work location. Ensure the Detailee does not incur travel expenses that exceed the maximum amounts authorized by the Federal Travel Regulations in effect at the time of travel.
6. Determine and approve the Detailee's hours of duty and leave usage. Ensure the Detailee reports time and attendance to the SSA timekeeper prior to the end of each pay period.
7. Report the employee's time and attendance to DOL's timekeeper on a biweekly basis and advise DOL by 12:00 noon on the last Friday of every pay period of the hours worked and type and amount of any leave used during that period. The employee will not be permitted to perform the duties of the assignment on Federal holidays, or to work in excess of 40 hours per week, without permission from the employee's supervisor at DOL.
8. Establish performance requirements for the Detailee, and at DOL's request, provide written feedback to the Detailee's SSA supervisor for purposes of Detailee's performance evaluation during the term of the detail.
9. Ascertain and mitigate any conflict of interest or confidentiality protocols.
10. Obtain any security clearance required to perform the duties of the detail.
11. Recognize the Detailee's mandatory SSA employee trainings (e.g., EEO Process, NO FEAR Act, etc.) for which Detailee has already received certification of completion. Ensure the Detailee continues to take additional mandatory trainings required by DOL. Ensure the Detailee takes SSA-required trainings (IT security, etc.).
12. If a specific security clearance is required, this Agreement is contingent upon the employee's successful adjudication and receipt. SSA will be responsible for the costs of obtaining the security clearance.

Detailee's SSA Responsibilities

1. Conduct an audit for program integrity of the National Directory of New Hires;
2. Evaluate the death information available on SSA's Numident record with death data available in "Do Not Pay" file and analyze any data differences. If necessary, offer recommendations for improvements;

3. Evaluate the death information available on SSA's Numident record with death data available in "Do Not Pay" file and analyze any data differences. If necessary, offer recommendations for improvements;
4. Review prior audits and studies concerning improvements to SSA's Numident death records and assess the current process used by SSA to obtain death information for SSA's programs and offer recommendations for improvement of the process by which information is obtained;
5. Prepare recommendations related to the duties above and, without using the active production system, provide examples of code improvements;
6. Conduct analysis of SSA payment data to reduce concerns improper payments. This will include analyzing data of SSA current payments to beneficiaries against other SSA records to identify potential improper payments; and
7. Data needed to perform the analysis will be SSA payment files sent to Treasury and potentially the Numident, Master Beneficiary Record (MBR), and Supplemental Security Record (SSR). Security controls will be implemented to prevent detailee from accessing or viewing sensitive data within any of these records.

In Performance of His Work, Detailee Shall:

1. Report to and be supervised by the Commissioner of the Social Security Administration or his or her designee when performing SSA work. In all circumstances, Detailee will comply with all instructions, rules, regulations, and restrictions of the supervising agency.
2. Not knowingly take any actions that undermine SSA's responsibilities under governing statutes, regulations, or directives, including but not limited to FISMA, FITARA, the Privacy Act, the Federal Acquisition Regulation, and the Trade Secrets Act.
3. Not knowingly take any measures that create cybersecurity risks to SSA systems.
4. Not knowingly access SSA systems in a manner that fails to comply with all relevant federal, security, ethics, and confidentiality laws, regulations, and policies, including SSA records management and information security requirements.
5. Not access, or attempt to access, classified information without proper security clearance.

6. Access SSA data, information, and systems for only legitimate purposes, including but not limited to IT modernization, the facilitation of SSA operations, and the improvement of Government efficiency.
7. Comply with the requirements of the Privacy Act for information that SSA collects on individuals, including, if necessary, publishing or amending Systems of Records Notices to adequately account for the information it collects.
8. With permission of the assigned SSA supervisor, securely destroy or erase copied SSA data or information when no longer needed for official SSA purposes. Prior to access, disclosure, and other handling of any personally identifiable information in SSA records, ensure permission from the assigned SSA supervisor for such action, to ensure authority exists for access, disclosure, or handling.
9. To the greatest extent possible, use the program agency system documentation to understand how to use the data and information which is being accessed.
10. Remains subject to the Standards for Ethical Conduct for Employees of the Executive Branch as noted by 5 C.F.R. Part 2635.
11. Is bound by any other laws and regulations applicable to Federal employees including, but not limited to, representations as attorney or agent for any person (18 U.S.C. Sections 203 and 205); political activity (Hatch Act, 5 U.S.C. Sections 7321-7326); financial conflicts of interest (18 U.S.C. Section 208); post-employment restrictions (18 U.S.C. Section 207); and salary supplementation prohibitions (18 U.S.C. Section 209);
12. Will be required to comply with all of the SSA's supplemental ethics regulations.

IV. AUTHORITY

The Economy Act (31 U.S.C. § 1535) allows Federal agencies to perform services for other Federal agencies if funds are available to pay for the services. All IAAs citing the Economy Act as statutory require the preparation and approval of a Determination and Findings (D&F) Statement.

V. DURATION OF AGREEMENT/DETAIL

This reimbursable detail will commence on or around March 5, 2025, and shall not exceed one year. The employee will be given at least one-week notice before returning to the

organization of record. The parties may extend the Agreement for successive option periods. If the parties agree to extend the Agreement for optional periods, they will execute forms FS 7600 A and B manifesting said agreement on or before the start of the extension. The terms and conditions set forth in this Agreement will remain in effect during the option periods unless those terms and conditions are modified by the forms FS 7600 A and B and by other written MOA modification signed by the parties.

This MOA does not document the obligation of funds by which SSA will reimburse DOL. The parties will document the obligation of funds by executing FS Form 7600A and FS Form 7600B.

In the event of any lapse in federal funding, the Detailee will follow instructions issued by SSA. If SSA deems the Detailee's duties to be excepted, the Detailee may continue his work related to the detail. If SSA deems the Detailee's duties to be non-excepted, the Detailee will return to DOL and follow the instructions issued by DOL as they relate to his permanent position of record.

VI. FUNDING:

SSA agrees to transfer funds to DOL, in the form of progress or periodic payments, on at least a quarterly basis, up to the sum of \$71,000 to support DOL's activities under this Agreement.

DOL will collect funds from SSA through Treasury's G-Invoicing system, which will generate an Intra-Governmental Payment and Collection (IPAC), on a quarterly basis, sufficient to reimburse DOL for the costs it has incurred for performing services through the date of the billing.

At least quarterly, but no later than 30 days after an accountable event, DOL shall provide SSA with a performance report (i.e., a billing statement) that details all work performed to date. Additionally, at least quarterly, the parties will reconcile balances related to revenue and expenses for work performed under this Agreement.

VIII. MODIFICATION AND TERMINATION:

Modifications to this Agreement must be in writing and agreed to by the parties. Either party may terminate this Agreement by providing **30** days advance written notice to the other party. Upon termination, the Detailee will return to DOL.

This MOU may be modified without 30 days advance notice at the sole discretion of either the Servicing Agency or Requesting Agency in the event of a furlough, government shutdown, or other similar events, or to the extent necessary to comply with statutes, regulations, executive orders, etc.

IX. CONTACTS:

DOL Supervisor:

Jihun Han
Acting Chief of Staff
Office of the Secretary
U.S. Department of Labor

SSA Supervisor:

Mickie Tyquiengco
Executive Officer, OCIO
6401 Security Blvd, Baltimore MD, 2123

[REDACTED]
SSA Project Coordinator:

Mickie Tyquiengco
Executive Officer, OCIO
[REDACTED]

DOL Project Coordinator:

Colton Duncan
White House Liaison
[REDACTED] @dol.gov

SSA Accounting/Finance Contact:

Stephen Hull
Director, Office of Finance
[REDACTED]

DOL Accounting/Finance Contact:

Janice Blake-Green
200 Constitution Ave. NW, 20210
Rm S4030
[REDACTED]

X. INTEGRATION CLAUSE: This agreement and the accompanying FS Form 7600A and FS Form 7600B constitute the entire Agreement of the parties with respect to its subject matter. There have been no representations, warranties or promises made outside of this Agreement. This Agreement shall take precedence over any other documents that may conflict with it.

XI. DISPUTE RESOLUTION: Disputes related to this IAA shall be resolved in accordance with instructions provided in the Treasury Financial Manual (TFM) Volume I, Part 2, Chapter 4700, Appendix 5, Intragovernmental Transaction (Intragovernmental Transaction Guide) available at <http://tfm.fiscal.treasury.gov/content/tfm/v1/p2/c470.html>

XII. AUTHORIZING SIGNATURES AND DATES: The signatories below warrant and represent that they have the competent authority on behalf of their respective agencies to enter into the obligations set forth in this Agreement.

Electronic Signature Acknowledgement: The signatories may sign this document electronically by using an approved electronic signature process. By signing this document electronically, the signatory agrees that the signature they provide has the same meaning and legal validity and effect as a handwritten signature.

Social Security Administration:

Michael L. Russo
Chief Information Officer

U.S. Department of Labor:

Colton Duncan
White House Liaison

Signature: Michael L.
Date: Russo

 Digitally signed by
Michael L. Russo
Date: 2025.03.17
15:26:09 -04'00'

Signature: COLTON
DUNCAN (Affiliate)
Date: 2025.03.21 14:44:17
-04'00'

 Digitally signed by COLTON
DUNCAN (Affiliate)
Date: 2025.03.21 14:44:17
-04'00'

**UNITED STATES GOVERNMENT ORDER FORM
FS FORM 7600B**


Agreement Between Federal Program Agencies for Intragovernmental Reimbursable, Buy/Sell Activity. In Accordance with TFM Volume 1, Part 2, Chapter 4700, Appendix 8.

Required fields for the FS Form 7600B are denoted with an (*)
Additional fields required when an Agency transitions to G-Invoicing are denoted by a (G)

<https://www.fiscal.treasury.gov/g-invoice/>

NEW OR MODIFIED ORDER			
1.	Order Number	^ Order Number:	
		Requesting Agency (Buyer)	Servicing Agency (Seller)
		* Order Tracking Number DOL-25-0018	* Order Tracking Number 2825DOLSSADETAIL
		^ Modification Number: 0	
	^ Order Status: Shared with Servicing		
2.	^ General Terms & Conditions (GT&C) Number (Associated with this Order):		
3.	*Order Date (yyyy-mm-dd):	2025-02-18	
PARTNER INFORMATION			
4.	*Assisted Acquisition Indicator	No	
		Original Base/Current Modification	New/Proposed Modification
5.	*Period of Performance	Start Date (yyyy-mm-dd): 2025-02-18	Start Date (yyyy-mm-dd):
		End Date (yyyy-mm-dd): 2025-09-30	End Date (yyyy-mm-dd):
		Requesting Agency (Buyer)	Servicing Agency (Seller)
6.	*Agency Location Code (ALC)	28040001	16012014
7.	*Agency Name	Social Security Administration (SSA)	Department of Labor (DOL)
8.	*Group Name	SSA	OASAM
9.	^ Group Description	Social Security Administration - HQ - Div of Central Acctng Operations	Office of Assistant Secretary for Administration and Management
10.	Cost Center		
11.	Business Unit		
12.	Department ID		
13.	Unique Entity Identifier (UEI)		
14.	Funding Office Code (Buyer Only)		
15.	Funding Agency Code (Buyer Only)		
16.	Comments	Within G-Invoicing, SSA may use G-Invoicing Representative Approvers to ministerially approve agreements. Please refer to the Approved PDF Agreement in the attachment section of the Order for SSA official approval.	Employee 3 detail to SSA

AUTHORITY INFORMATION		
17.	*Statutory Authority Fund Type Code	Select One: Economy Act
18.	Statutory Authority Fund Type Title	Economy Act
19.	Statutory Authority Fund Type Citation	31 USC 1535
20.	Program Authority Title	Requesting Agency (Buyer) Servicing Agency (Seller)
21.	Program Authority Citation	
ADVANCE INFORMATION (Required by Servicing Agency if there is an advance.)		
22.	Advance Revenue Recognition Methodology	Select One:
23.	Advance Revenue Recognition Description (required if "Other")	
24.	Advance Payment Authority Title	
25.	Advance Payment Authority Citation	
26.	Total Advance Amount	Original Base/Current Modification Total New/Proposed Modification Total
27.	Advance Amount Funding Change for this Modification [Addition (+) or Reduction (-)]	
28.	Total Modified Advance Amount	
DELIVERY INFORMATION (Requesting Agency completes.)		
29.	*FOB Point	Select One:
30.	Constructive Receipt Days	(Calendar Days) *Required if Destination/Other is checked on line 29.
31.	Acceptance Point	Select One:
32.	Place of Acceptance	
33.	Inspection Point	Select One:
34.	Place of Inspection	
ORDER BILLING (Servicing Agency completes.)		
35.	*Billing Frequency	Select One: QUARTERLY
36.	Billing Frequency Explanation	See MOU
ORDER BILLING (Requesting Agency completes.)		
37.	Priority Order Indicator	
38.	Capital Planning and Investment Control (CPIC)	
39.	*Total Order Amount	Original Base/Current Modification Total New/Proposed Modification Total \$71,000.00
40.	Total Modification Amount	
41.	Total Modified Order Amount	

42.	Total Modified Advance Order Amount		
43.	Net Order Amount		

LINE ITEMS (Additional Lines/Schedules may be added using the + button after Block 116)

		Original Base/Current Modification Total	New/Proposed Modification Total
44.	*Line Number	1	
45.	^G Order Line Status	ACTIVE	
46.	^G Item Code		
47.	*Item Description	Employee 3 Detail to SSA	
48.	*Line Costs Unit of Measure (UOM)	DO	
49.	*Unit of Measure Description	Dollars, U.S.	
50.	Total Line Costs	\$71,000.00	
51.	Line Cost Funding Change for this Modification [Addition (+) or Reduction (-)]		
52.	Total Modified Line Costs		
53.	Order Line Advance Amount		
54.	Order Line Advance Amount Funding Change for this Modification [Addition (+) or Reduction (-)]		
55.	Total Modified Order Line Advance Amount		
56.	Product/Service Identifier		
57.	*Capitalized Asset Indicator (Servicing Agency Only)	False	
58.	Item UID Required Indicator	False	
59.	*Type of Service Requirements	NOT APPLICABLE	

SCHEDULE SUMMARY (Additional Lines/Schedules may be added using the + button after Block 116)

		Original Base/Current Modification Total	New/Proposed Modification Total
60.	*Schedule Number	1	
61.	Advance Payment Indicator	False	
62.	*Cancel Status (Schedule)	ACTIVE	
63.	*Schedule Unit Cost/Price	\$71,000.00	
64.	Schedule Unit Cost/Price Funding Change for this Modification [Addition (+) or Reduction (-)]		
65.	Total Modification Schedule Unit Cost/Price		
66.	*Order Schedule Quantity	1	
67.	Order Schedule Quantity		

	Change for this Modification [Addition (+) or Reduction (-)]		
68.	Net Modification Order Schedule Quantity		
69.	Order Schedule Amount		
70.	Order Schedule Amount Funding Change for this Modification [Addition (+) or Reduction (-)]		
71.	Total Modified Order Schedule Amount		

SCHEDULE FUNDING INFORMATION

72.	*Agency Treasury Account Symbol (TAS)	Requesting Agency (Buyer)								Servicing Agency (Seller)							
		SP	ATA	AID	BPOA	EPOA	A	MAIN	SUB	SP	ATA	AID	BPOA	EPOA	A	MAIN	SUB
				028	2025	2025		8704	000			016	2025	2025		0165	
73.	*Agency Business Event Type Code (BETC)	DISNGF								COLL							
74.	Object Class Code	25.3															
75.	Additional Accounting Classification									25 01652525BR 2025 118094							
76.	*Bona Fide Need (Requesting Agency Only)	SSA requires the services of DOL employee, Employee 3 to serve on a detail to SSA.															

STANDARD LINE OF ACCOUNTING (SLOA) INFORMATION (Accounting Flex Field Values)

To capture Agency Internal Accounting

77.	Accounting Classification Reference Number	Requesting Agency (Buyer)								Servicing Agency (Seller)							
78.	Reimbursable Flag									Reimbursable							
79.	Federal Award Identifier Number (FAIN)																
80.	Unique Record Identifier (URI)																
81.	Activity Address Code																
82.	Budget Line Item																
83.	Budget Fiscal Year	2025															
84.	Security Cooperation																
85.	Security Cooperation Implementation Agency																
86.	Security Cooperation Case Designator																
87.	Security Cooperation Case Line Item Identifier																
88.	Sub-Allocation																
89.	Agency Accounting Identifier																
90.	Funding Center Identifier	4003431															

91.	Cost Center Identifier		
92.	Project Identifier		
93.	Activity Identifier	2531	
94.	Disbursing Identifier		
95.	Cost Element Code		
96.	Work Order Number		
97.	Functional Area		
98.	Agency Security Cooperation Case Designator		
99.	Parent Award Identifier (PAID)		
100.	Procurement Instrument Identifier (PIID)		

SCHEDULE SHIPPING INFORMATION

101.	Ship To Address Identifier		
102.	Ship To Agency Title		
103.	Address 1	6401 Security Boulevard	
104.	Address 2		
105.	Address 3		
106.	Ship To City	Baltimore	
107.	Ship To Postal Code	21235	
108.	Ship To State	Maryland	
109.	Ship To Country Code	US	
110.	Ship To Location Description		
111.	Delivery/Shipping Information for Product Special Shipping Information		
112.	Delivery/Shipping POC Name		
113.	Delivery/Shipping Information for Product POC Title		
114.	Delivery/Shipping Information for Product POC E-mail Address		
115.	Delivery/Shipping Information for Product POC Telephone Number		
116.	Agency Additional Information	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p>Requesting Agency (Buyer)</p> <p>This Order covers the external detail of Employee 3 (Detailee) from DOL to SSA. Subject to the availability of funds. The parties agree that if the Federal Government is operating under a continuing resolution (CR), the amount obligated under this agreement will only be available to cover the services performed and expenses incurred through the period of the CR. SSAs ability to</p> </div> <div style="width: 40%;"> <p>Servicing Agency (Seller)</p> <p>200 Constitution Ave, NW Washington, DC 20210</p> </div> </div>	

	<p>obligate funds for services beyond the expiration of the CR is subject to the availability of funds in the subsequent funding measure for the fiscal year. When an annual appropriation act provides sufficient funding for an appropriation account to cover obligations incurred under the authority of the CR, any unpaid obligations will be charged to and paid from the applicable account established under the annual appropriation act.</p>	
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MODIFY ORDER

117.	Modification Date (yyyy-mm-dd):
118.	Brief explanation required for modifying this Order:

CLOSE ORDER

119.	Closing Date (yyyy-mm-dd):
120.	Brief explanation required for closing this Order:

REJECT ORDER

121.	Rejection Date (yyyy-mm-dd):
122.	Brief explanation required for rejecting this Order:

AGENCY POINT OF CONTACTS (POC)

	Requesting Agency (Buyer)	Servicing Agency (Seller)
123.	*Agency POC Name Mickie Tyquiengco	Colton Duncan
	*Agency POC E-mail ████████@ssa.gov	████████@dol.gov
	*Agency POC Phone No. ████████	████████
	Agency POC Fax No.	

AGREEMENT APPROVALS**FUNDING OFFICIAL**

The Funds Approving Officials, as identified by the Requesting Agency and Servicing Agency, certify that the funds are accurately cited and can be properly accounted for per the purposes set forth in the Order. The Requesting Agency Funding Official signs to obligate funds. The Servicing Agency Funding Official signs to start the work, and to bill, collect, and properly account for funds from the Requesting Agency, in accordance with the agreement.

	Requesting Agency (Buyer)	Servicing Agency (Seller)
124.	*Funding Official Name Michael L. Russo	Janice Blake-Green
	*Signature  Digitally signed by Michael Russo Date: 2025.02.22 09:41:55 -05'00'	JANICE BLAKE-  Digitally signed by GREEN JANICE BLAKE-GREEN
	Funding Official Title Chief Information Officer	Budget Officer -DCFMS
	*Funding Official E-mail ████████@ssa.gov	████████@dol.gov
	*Funding Official Phone No. ████████	████████
	Funding Official Fax No.	
	*Funding Official Date Signed (yyyy-mm-dd)	

PROGRAM OFFICIAL

The Program Officials, as identified by the Requesting Agency and Servicing Agency, must ensure that the scope of work is properly defined and can be fulfilled for this Order. The Program Official may or may not be the Contracting Officer depending on each agency's IAA business process.

		Requesting Agency (Buyer)	Servicing Agency (Seller)
125.	*Program Official Name	Michael L. Russo	Colton Duncan
	*Signature	Michael Russo <small>Digital signature of Michael Russo Date: 2025.02.22 09:42:50 -05'00'</small>	COLTON DUNCAN <small>Digital signature of COLTON DUNCAN (Affiliate) Date: 2025.02.25 14:41:21 -05'00'</small>
	Program Official Title	Chief Information Officer	White House Liaison
	*Program Official E-mail	[REDACTED]@ssa.gov	[REDACTED]@dol.gov
	*Program Official Phone No.	[REDACTED]	[REDACTED]
	Program Official Fax No.		
	*Program Official Date Signed (yyyy-mm-dd)		

AGENCY PREPARER INFORMATION

Requesting Agency (Buyer)

*Name	[REDACTED]
*Phone No.	[REDACTED]
*E-mail Address	[REDACTED]@ssa.gov