

# ***Synthesized Section Report for: section 101-112.docx***

## **PART I. SOCIAL SECURITY ADMINISTRATION OPERATIONAL RULES AND PROCEDURES**

### **Section 101: Authority**

The rules and procedures outlined herein are established by the Republic of Palau Social Security Board (Board) under RPPL No. 2-29, as amended by RPPL No. 3-64, and codified in Title 41 of the Palau National Code (PNC). These rules have the force and effect of law, supplementing the PNC unless otherwise provided by the Board.

### **Section 102: Purpose**

The purpose of these operational rules is to ensure an efficient and economical operation of the Social Security Administration as a governmental administrative agency responsible for providing a compulsory, self-supporting, and self-financing national insurance system known as the Social Security System.

### **Section 103: Applicability**

These operational rules apply to all employers and employees covered by and subject to the provisions of 41 PNC.

### **Section 104: Definitions**

Definitions as set forth in 41 PNC § 702 are incorporated into these rules for all purposes, unless otherwise provided.

### **Section 105: Amendment**

Any provision of these rules may be amended by a majority vote of the Board. The Board shall not take official actions contrary to these rules and then retroactively amend them.

### **Section 106: Sovereign Immunity**

The Administration, acting on behalf of the National Government in its official capacity, is protected by the doctrine of sovereign immunity unless otherwise provided.

### **Section 107: Record Keeping**

The Administrator shall maintain records for all employees and contributors for a minimum of ten (10) years, with the possibility of extending record retention when deemed necessary.

#### Section 108: Funds

All funds received by the Administration shall be deposited daily, and no funds shall be held overnight. Deposits made after 4:30 shall be accompanied by two Administration employees for safety purposes.

#### Section 109: Discretion of the Administrator

The Administrator has discretion to deviate from these rules when necessary to best serve the interest of the Administration, with the requirement to inform the Board in writing during the next regular meeting.

#### Section 110: Uniformity

These rules shall be interpreted and applied in a uniform, nondiscriminatory manner.

#### Section 111: Severability

If any provision of these rules or their application is held invalid, the invalidity does not affect other provisions that can be given effect without the invalid provision or application, making the provisions severable.

#### Section 112: Effective Date

These rules take effect upon approval by a majority vote of the Board and do not apply to actions prior to their effective date.