

Edited Content Extracted from: sections 219–220.docx

PART II. CONTRIBUTIONS (sixth chunk)

Section 219. Social Security Cards and Numbers

(1) Social Security Card: The Social Security Administrator or their designated representative will assign a unique Social Security number to each employee contributor, which will be displayed on the corresponding Social Security card.

(a) Palauan Citizens: Every Palauan citizen is required to present a birth certificate, passport, or other recognized form of identification when applying for a Social Security Number. The Administration may retain copies of the identification provided.

(b) Foreigners: All individuals who are not Palauan citizens must provide a valid provisional visa issued by the Bureau of Immigration, a passport with at least six months remaining before expiration, and any other appropriate form of identification when applying for a Social Security Number. The Administration will retain copies of all presented identification. The Administration may only issue Social Security Numbers to holders of the following provisional or permanent immigration visas:

- Dependent Visa
- Business Visa
- Government Employee Visa
- Investor Visa
- Foreign Government or International Organization Representative Visa
- Work Visa (for current, active businesses only)
- Resident Visa
- FSM/RMI/USA Visa

The Administration will not issue Social Security Numbers to the following visa holders or individuals without written authorization from the Director of the Bureau of Immigration or other authorized government representative:

- Student Visa
- Temporary Visa
- Tourist Visa
- Foreign Military Personnel
- Foreign Diplomats (or their families)
- Crews of Commercial Carriers

Individuals not covered by the aforementioned rules will be considered on a case-by-case basis.

If a foreigner presents a provisional visa issued for an inactive or closed business, the Administration will first

verify if the business is active. If the business remains inactive or closed, the Administration will refer the applicant to the Labor Office.

(2) Issuing Social Security Numbers for Purposes other than Employment: The Administration will establish a written policy outlining administrative fees for issuing a Social Security Card, including fees for duplicate cards.

(3) Employer Retention Requirements: Every employer must retain a copy of each employee's Social Security Card for reporting purposes under 41 PNC.

(4) Legal Name: A person's legal name is used for Social Security purposes, which is the name they use for employment, school, and other purposes. This may differ from their birth certificate-listed name but should match their passport, driver's license, and employment or school records.

If a person uses a legal name that differs from their birth certificate-listed name, additional evidence of their legal name must be submitted. A passport, court decree of name change, marriage license showing a married name, and other substantial evidence are examples of such documentation. If none of these documents are available, alternative evidence may be used.

To correct or change the legal name shown on Social Security records, the person completes a "Request for Change in Social Security Records" and submits evidence of their legal name to support the change, such as a passport, court decree of name change, marriage license showing a married name, or other substantial evidence.

If multiple names have been used, the legal name shown on the most recent of the following—a passport, court decree of name change, or marriage license showing a married name—will be used as the legal name for Social Security purposes. If none of those documents are available, the person shall submit other substantial evidence showing their use of the requested legal name, such as a birth certificate, driver's license issued by the Republic of Palau, other government records, employment records, school records, court records, affidavits, and other available documents, along with a written explanation of any discrepancies. Under these circumstances, the legal name most consistent with current usage will be used as the legal name for Social Security purposes.

[Source 41 PNC § 747]

Section 220. Social Security Cards and Numbers – Non-Issuance

Any Employer or Owner with an existing or past business that owes Social Security Administration contributions will not be eligible to obtain a Social Security Number for new employees without first executing a payment agreement with the Social Security Administration or remitting full payment of the amount owed. Applications in such cases should be referred to the Social Security Administrator for consideration.