



SOCIAL SECURITY

January 30, 2013

The Honorable Gregg Harper
Chairman, Joint Committee on Printing
1309 Longworth House Office Building
Washington, D.C. 20515

Dear Mr. Chairman:

I am pleased to provide you with the enclosed Social Security Administration Comprehensive Printing Program Plan for Fiscal Years 2014-2016, as required by the Joint Committee on Printing. This plan highlights our accomplishments in effectively managing the agency's printing activities and forecasts budget and printing activities through 2016.

If members of your staff would like to discuss this report or if they require additional information, please have them contact Scott Frey, Deputy Commissioner for Legislation and Congressional Affairs, at 202-358-6030.

Sincerely,

Jim Courtney
Deputy Commissioner
for Communications

Enclosure

cc:
GPO, Director Print Procurement

SOCIAL SECURITY ADMINISTRATION

**Comprehensive Printing Program Plan
For Fiscal Years 2014 - 2016**

January 2013

COMPREHENSIVE PRINTING PROGRAM PLAN
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PART 1 – GENERAL

A. Agency Introduction

The Commissioner directs the operation of the Social Security Administration (SSA). A Senate confirmed Deputy Commissioner and career Chief of Staff, Deputy Chief of Staff, Executive Secretary to the Commissioner, Chief Actuary, General Counsel, Inspector General, and nine Deputy Commissioners, assist him organizationally. Regional Commissioners, who are responsible for directing the activities within their geographical area, head each of SSA's ten regional offices (RO). We included an SSA organizational chart on page 5 of this report.

SSA has a centralized program management and a decentralized nationwide network of over 1,500 offices. We employ approximately 65,000 employees who serve approximately 61 million beneficiaries and more than 159 million Social Security taxpayers.

During fiscal year (FY) 2012, we paid over \$810 billion to beneficiaries and Supplemental Security Income (SSI) recipients and posted 220 million wage reports. The agency also responded to over 56 million inquiries via its toll free number, issued 16.4 million new and replacement Social Security number (SSN) cards, and served 45 million visitors to our field offices.

SSA Headquarters in Baltimore, Maryland includes staff offices, the National Computer Center, disability claims operations, earnings records maintenance, and foreign claims operations. We operate data operations centers in Wilkes-Barre, Pennsylvania and Durham, North Carolina that convert data from source documents, such as W-2 forms, for electronic data processing.

Our processing centers are located in Jamaica, New York; Philadelphia, Pennsylvania; Birmingham, Alabama; Chicago, Illinois; Kansas City, Missouri; Richmond, California and two offices in Baltimore, Maryland. These facilities certify benefit payments to the Treasury Department's regional financial centers, maintain beneficiary records, process selected categories of claims, collect debts, and provide a wide range of services to people on the benefit rolls.

ODAR administers the hearings and appeals process. In FY 2012, they issued more than 820,484 decisions at the hearing level, while the Appeals Council rendered almost 166,020 final decisions. State and territorial agencies, known as Disability Determination Services, support SSA in making determinations on 3,206,869 initial disability applications, in addition to reconsiderations and continuing disability reviews conducted each year in accordance with regulations and guidelines.

B. SSA's Programs

We administer the Old-Age, Survivors and Disability Insurance (OASDI) and SSI programs and the Special Benefits for Certain World War II Veterans. OASDI is commonly known as "Social Security." It provides comprehensive protection against the loss of earnings due to retirement, disability, or death. Payroll taxes paid by workers and their employers and by self-employed individuals finance the monthly cash payments Social Security beneficiaries receive.

Old Age/Survivor's Insurance

The agency pays old-age insurance benefits to retired workers and eligible members of their families, including certain divorced spouses and adult children if they became disabled before age 22. Survivors insurance provides monthly benefits for widows or widowers, including surviving divorced spouses under certain circumstances, minor children of a deceased insured worker, and the adult unmarried children of a deceased worker, if they became disabled before age 22. It also provides for disabled widows or widowers under certain circumstances.

Disability Insurance

Disability benefits provide a continuing income base for workers with disabilities and eligible members of their families, including adult children, if they became disabled before age 22.

SSI Program

SSI is a means-tested program for people who are aged, blind, or disabled. The SSI program pays monthly cash benefits and provides Medicaid coverage to recipients who have limited income and resources and are aged, blind, or disabled (including children under the age of 18). General tax revenues, not the Social Security trust fund, finance SSI benefits. The definitions of disability and blindness used in the SSI program are the same as those used in the Social Security Disability Insurance program. The Federal benefit rate and eligibility requirements are uniform nationwide.

Special Benefits for Certain WWII Veterans

We administer Special Benefits for Certain World War II Veterans. This means-tested program provides benefits to individuals who served in the organized military of the Philippines or were members of the U.S. military during World War II for each month they reside outside the United States. General tax revenues finance these benefits.

C. Printing Function

The agency has a centralized Headquarters operation that consists of administrative and policy offices, a centralized electronic data processing operation, and central forms, publications, and duplicating management operations. Within SSA, the Office of Publications Management (OPUM), in the Office of Communications (OCOMM), serves as the central printing and publications management organization, overseeing the use of printing and printing/duplicating equipment. OPUM reviews and processes requests for printing and printing/duplicating equipment, assuring adherence to established standards, and ensuring components obtain appropriate clearances.

D. Printing Environment

SSA utilizes a centralized reprographic program for all duplicating equipment throughout the agency. We also maintain an in-house, staffed duplicating center and a Print Mail Facility that produces agency reports, notice reprints, and SSN cards for the public. The agency's eight program service centers also produce notices to the public and programmatic output for claims processing.

E. Printing Operation

In addition to overseeing the agency's duplicating center, SSA directs a comprehensive printing and publications management program and develops pertinent policies, standards, and procedures for the agency's forms and publications management, printing, reprographics, mail, and distribution. The Joint Committee on Printing's (JCP) regulations, the Government Printing Office's (GPO) policies, and the agency's internal procedures govern our reprographic and printing operation.

F. Procedure for Notifying the Superintendent of Documents and Federal Depository Libraries

We follow the procedures contained in GPO Circular Letter 793 (October 6, 2010) to notify the Superintendent of Documents of the intent to publish. We complete a GPO Form 3868, Notification of Intent to Publish, for each publication printed, unless it is intended for administrative or operational use. The Superintendent of Documents uses the information on the form to determine the quantity requirements of the Depository Library Program and to determine whether to include the publication on the Documents Sales Program. We have no user fee programs.

G. Printing Policies

We rely on the private sector through GPO for printing production. In Headquarters, we use our in-house duplicating plant to produce short-run, quick turnaround printing of sensitive or time-critical materials.

Printing contributes to fulfilling our mission by ensuring information is available to the public/users in a timely and efficient manner. SSA Headquarters procures the majority of print material through GPO Headquarters in Washington, D.C. SSA ROs procure print material through GPO's Regional Printing Procurement Offices or use internal duplicating equipment.

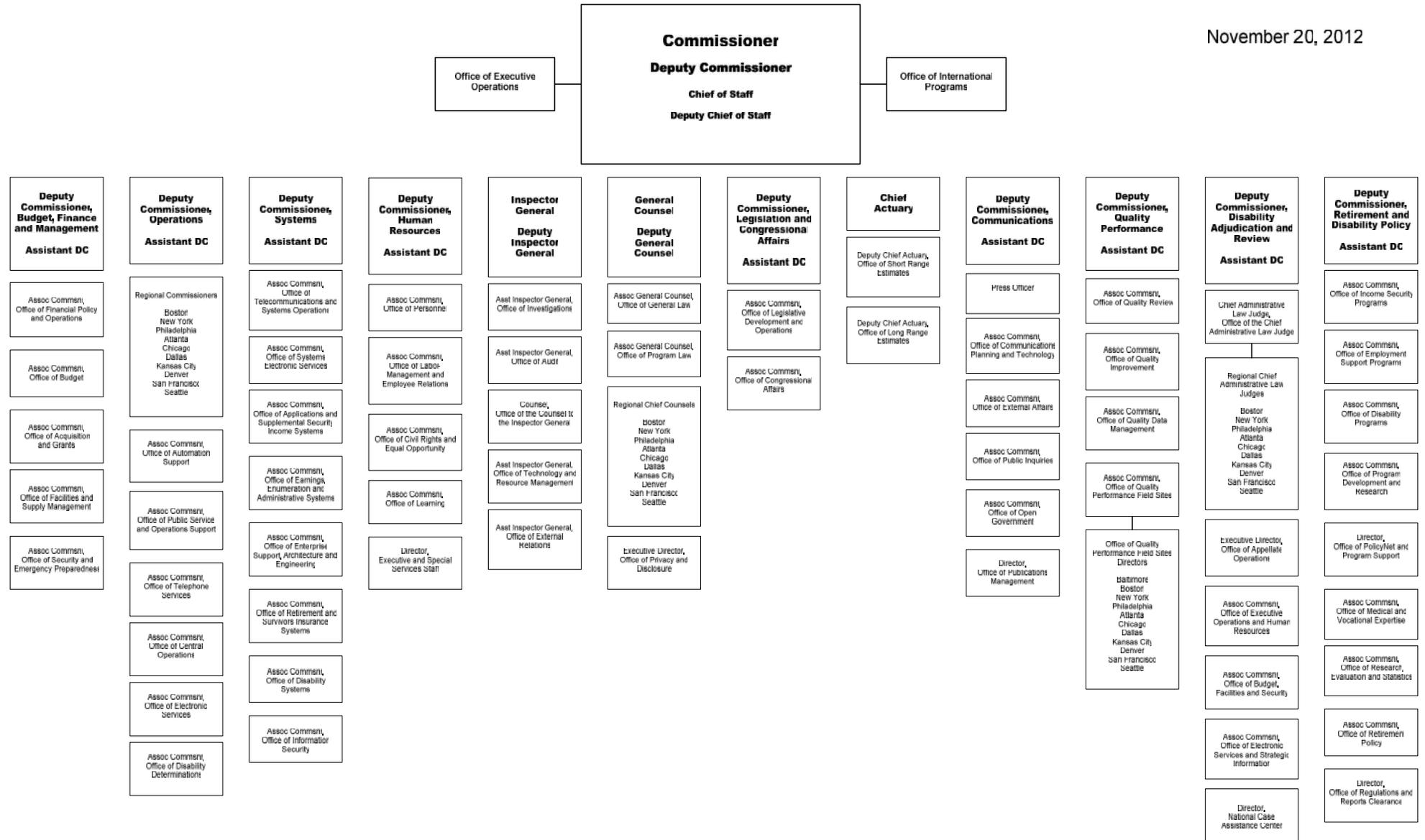
H. Management Strategies and Tactical Planning

In the event of new legislation or a new directive, OPUM initiates project alternatives, project development, production timelines, and contingency planning to fulfill our customers' needs and expectations.

OPUM supports the agency by providing duplicating, printing procurement, and the production and delivery of forms, notices, and publications. OPUM coordinates all aspects of our customers' jobs, using the most innovative, cost effective, and efficient technology available.

SOCIAL SECURITY ADMINISTRATION

November 20, 2012



PART II – FISCAL YEAR (FY) 2012 ACTIVITY REVIEW, ACCOMPLISHMENTS,
AND FY 2013 PROJECTED ACTIVITIES

A. FY 2012 Printing Activities Review

Outside contractors fulfill the majority of our printing needs. We produce and publish numerous documents yearly through GPO for both internal and external use. In FY 2012, OPUM administered 44 term printing contracts and processed 1,508 Print Orders (GPO Form 2511), totaling approximately 1.1 billion units of printed material, at a cost of approximately \$28.9 million. We also processed 119 Printing and Binding Requisitions (Standard Form 1) to fulfill requests for one-time printing needs, yielding 28 million units of printed material, at a cost of approximately \$581,000. Our Regional Offices reported total purchases of \$66,092 for printed materials obtained through regional GPO offices.

Our centralized computer operations in Baltimore, MD and Durham, NC maintain beneficiary records and supply information to the Department of the Treasury to produce monthly payments to beneficiaries and recipients. These operations also generate and mail some individualized notices to beneficiaries and recipients.

The internal reprographic program is a high volume activity throughout the agency. We managed over 5,000 duplicators/photocopiers (low, medium, and high volume equipment) nationwide, producing over 23 million units on high volume printers.

In addition, SSA Headquarters maintains an in-house duplicating center that uses high speed duplicating machines for sensitive and time-critical or otherwise non-procurable jobs. Our duplicating center produced 9,302,609 printing units.

B. Major Accomplishments in FY 2012

In support of the Medicare Prescription Drug, Improvement, and Modernization Act of 2003 (MMA), we printed and mailed the following MMA-related notices:

- 2,298,809 New Attainer
- 11,984 Subsidy Changing Event
- 1,837,716 Subsidy Determination
- 671,846 Acknowledgements
- 185,000 Medicare Prescription Drug Plan Cost (SSA-1020) applications requested from our Public Information Request system
- 223,526 Redetermination Applications (SSA-1026)

OPUM also procured orders for the following high priority workloads:

- 54,607,223 Title II COLA Notices
- 9,264,590 Title XVI COLA Notices
- 60 million 1099/1042 Social Security Benefit Statements
- 397,904 “Beneficiary Identification Code T” (BIC T) Notices to determine age eligibility

OPUM has made great strides in adhering to the Federal Government’s initiative of exploring environmentally friendly resources. After researching the advantages and cost of recycled paper with various manufacturers, OPUM implemented the usage of 100 percent recycled paper into our cut sheet forms contract. We ordered approximately 2.6 million forms printed on this paper stock.

In April 2012, the agency began production for the My Social Security (authentication) Notice workload. This contract provides recipients with a notice containing a personal identification number and password that will allow them to access their beneficiary information online. The contract produced 2,029,929 notices in FY 2012.

C. Projected Activities for FY 2013 through FY 2016

To increase the number of bidders responding to our notice contracts, the agency is collaborating with GPO to plan a meeting with prospective bidders. This meeting will consist of a presentation informing potential printers about the purpose, specifications, and technical aspects of our 21 notice workloads. The presentation will also allow printers to voice their feedback regarding the procurement of these contracts. GPO plans to host this event in January 2013.

The agency anticipates additional Medicare-related workloads for FY 2013, though we cannot confirm these printing requirements at this time.

The following is a summary of each activity, with detailed reports on pages 21-25.

We project new printing and related equipment planned costs as follows:
FY 2014 - \$4,975,000; FY 2015 - \$1,125,000; and FY 2016 - \$975,000.

We anticipate the number of jobs for all of SSA’s printing production/procurement activity to be 4,155 in FY 2014, with an estimated cost of \$31,994,285. During FY 2015, we estimate 4,264 jobs, totaling \$34,953,175 and in FY 2016 4,385 jobs totaling \$37,903,825.

We expect 1,205 jobs for our publishing and distribution activity in FY 2014. In FY 2015, this number increases to 1,220 and decreases in FY 2016 to 1,216.

Budgetary constraints may force us to defer some of our planned procurements identified on pages 21-25. Printing projections may also change depending on legislative, programmatic, and administration initiatives.

PART III – REPORT FORM DEFINITIONS

JCP Form No. 1 – Annual Printing Plant Report

This report summarizes all work completed (including cost and production information) and lists the “reportable jobs” run by each printing plant in the prior fiscal year. The term “printing” includes the processes of composition, platemaking, presswork, and binding. “Reportable jobs” are those exceeding 5,000 production units of any one page and/or work exceeding 25,000 production units in the aggregate of multiple pages. They are listed individually by title, quantity (pages and copies), date, and the equipment used to process the job.

*JCP Form No. 2 – Commercial Printing Report

This is a semi-annual report covering all GPO-approved transactions concerning composition, printing, binding, and blank-book work procured directly from commercial sources; i.e., the job was not processed through GPO.

JCP Form No. 5 – Annual Plant Inventories

We submit inventories of equipment of all printing plants on this form, so that all printing, binding, and related or auxiliary equipment is listed, showing make, condition, age, serial number, model, and size.

*JCP Form No. 6 – Stored Equipment

This report covers all printing, binding, and related or auxiliary equipment in storage in depots, warehouses, etc.

*JCP Form No. 7 – Excess Equipment

This form reports the disposal of excess printing equipment. Equipment used in an authorized printing plant may be disposed of in accordance with existing Government surplus property disposal procedures. We report equipment disposals to the Committee within 30 days after completion of the disposal action.

*SSA has a negative report for JCP Form No. 2 – Commercial Printing Report, JCP Form No. 6 – Stored Equipment, and JCP Form No. 7 – Excess Equipment.

Format 1A – Identification of a “Printing Environment”

Using Format 1A, we identify all “printing environments” and provide a description of the equipment used. For this plan, a printing environment is any place or location performing printing and related services and includes the facility, staff, and equipment involved. It covers typesetting; bindery, including electronic publishing systems; laser printers used in conjunction with typesetting; electronic printing; and information dissemination; and all in-house duplicating facilities and staffed copy centers that employ high-speed equipment (a duplicating machine that produces 100 copies or more per minute).

Format 1B – New Printing and Related Equipment Planned and/or Budgeted for in FYs 2014 through 2016

This form describes any proposed and/or budgeted new equipment intended for purchase and installation in a print location or which, upon acquisition, establishes a new print location.

Format 2 – Printing Production/Procurement Activity for FYs 2014 through 2016

Offices outside Headquarters requiring printing services complete this form. Offices are to submit the number of jobs only and the total estimated cost for FYs 2014, 2015, and 2016. We complete Format 2 for all Headquarters components, basing projections on FY 2012 statistics with percentage increases determined by historical patterns.

Format 3A – Publishing and Distribution Activity for FYs 2014 through 2016

This form projects the number and types of print jobs and the distribution methods for each FY. We report the number of print jobs, not the number of copies. For example, printing 500,000 copies of a given publication would be one publication. Distribution might include contractor distribution, in-house distribution by the agency’s mailroom, or component distribution.

**Format 3B – Private Sector Publishing Report for FYs 2014 through 2016

This form identifies all publications (e.g., books, monographs, pamphlets, etc.) for which the organization intends to use a private sector publisher (e.g., publishing a book through Harvard Press, etc.).

** Report Format 3B is not included in this report since the agency has no plans for Private Sector publishing activities for FYs 2014 through 2016, at this time.

***Format 3C – Technical and Scientific Journals Publishing Activity for FYs 2014 through 2016

This form identifies the number of articles the organization plans to publish in private (non-Government) technical or scientific journals, magazines, etc., for FYs 2014 through 2016.

Format 4 – Regional GPO Printing Request during FY 2012

This form lists all regional office printing purchases made during the prior fiscal year.

*** Report Format 3C is not included in this report since the agency has no plans for Technical and Scientific publishing activities for FYs 2014 through 2016, at this time.

PRINTING PLANT REPORT

JCP Form No. 1 (REV. 3-71)

Department headquarters shall submit two copies of this report to the Joint Committee on Printing within 30 days after the close of each of the first three fiscal quarters. The last fiscal quarter report shall be forwarded to the committee in duplicate not later than August 31.

DEPARTMENT OR AGENCY	NAME AND LOCATION OF PLANT (STATE, CITY, and STREET)	JCP AUTHORIZATION NO.	FOR PERIOD ENDED
Social Security Administration	6401 Security Boulevard, Baltimore, MD, 21235	8526	9/30/2012

PART I. - COST INFORMATION (FOR FISCAL YEAR ONLY)

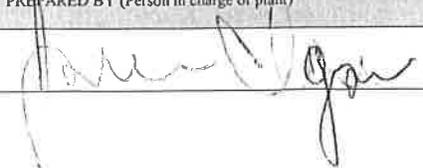
ITEM	ALL PRINTING EXCEPT COMPOSITION ¹ (COL. A)	COMPOSITION ALL TYPES ² (COL. B)	OPERATIONS OTHER THAN PRINTING ³ (COL. C)
Total salaries of all personnel including supervisory directly engaged in the operation of plant (including overtime, annual and sick leave)	Omit Cents \$846,952	Omit Cents	Omit Cents
Cost of paper, ink, chemicals, negatives, plates, etc., used during report period	\$134,576		
Depreciation of equipment (1% per month of original cost until fully depreciated)	\$22,821		
Amount spent for repairs and maintenance			
Allowance for space occupied (whether Government-owned or rented), utilities, etc. (14.5 cents per month per square foot of total space occupied)	\$26,269		
Amount spent for rental of equipment			
Total cost (Use Col. A total from this line to compute cost per 1,000 units)	\$1,030,618	\$0	\$0
Total cost of printing including composition (Col. A + Col. B)		\$1,030,618	XXXXXXXXXX

¹ Include in Column A cost of all offset camera work, negative work, imposition, platemaking, duplicating, presswork, scoring, perforating, numbering, folding, collating, gathering, drilling, punching, stitching, sewing, inserting, tipping, padding, trimming, tying, wrapping, and all other operations necessary to complete printing or binding product.

² Include in Column B cost of all composition produced by plant.

³ Include in Column C cost of all operations not involving printing (Col. A) and composition (Col. B). Costs to be included in Column C will include, but not be restricted to, addressing, distribution, camera work (other than lithographic), photostating, ozalid, B/W, etc.

PART II. - PRODUCTION INFORMATION

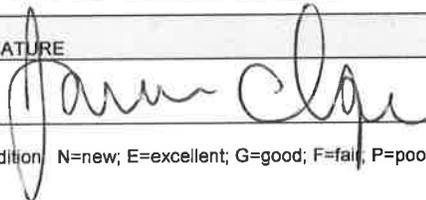
	PRESSWORK	UNITS PER PRESS INSPECTION (COL. D)	NUMBER OF PRESSES IN EACH CATEGORY REPORTED (COL. E)	NUMBER OF STENCILS, MASTERS, PLATES, OR FORMS (COL. F)	TOTAL UNITS PRODUCED, EXCLUDING OVERRUNS (COL. G)
OFFSET (include mimeograph and spirit)	11" x 17" or less (maximum image 10 3/4" x 14")				
	11" x 17" or less, tandem (maximum image 10 3/4" x 14 1/4")				
	11" x 17" (image larger than 10 3/4" x 14 1/4")				
	14" x 20", and 15" x 18"				
	11" x 17" tandem (image larger than 10 3/4" x 14 1/4")				
	17" x 22" and 19" x 25"				
	22" x 29"				
	22" x 34"				
	23" x 36"				
	23" x 36" perfecting				
	34" x 44"				
	Other (specify)				
	Duplicating				
	Total units produced by offset this fiscal quarter	XXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	
LETTER PRESS	Under 10 1/2" x 16"				
	Other (specify)				
	Total units produced by letterpress this fiscal quarter	XXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	
	Total units produced in plant this fiscal quarter	XXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	2,261,985
NOTE: Complete this block only on last fiscal quarter report					
	Total units produced in plant this fiscal year	XXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	9,302,609
Cost per 1,000 units (total cost of printing, excluding composition, part I, col. A, divided by total production units produced in the plant. Drop last 3 digits of Col. G when computing cost per 1,000 units)					110.78
PREPARED BY (Person in charge of plant)				DATE SUBMITTED	
				11/6/2012	

ANNUAL PLANT INVENTORY

JCP Form No. 5 (REV. 5-65)

Department headquarters shall submit one copy to the JOINT COMMITTEE ON PRINTING within 60 days after the close of each fiscal year. List all printing, binding, and related or auxiliary equipment in the plant. Use additional sheets if necessary.

THIS FORM IS FOR THE USE OF ALL AUTHORIZED PRINTING PLANTS

DEPARTMENT OR AGENCY	NAME AND LOCATION OF PLANT				JCP AUTHORIZATION NO. ESTABLISHING PLANT	FOR PERIOD ENDED
SOCIAL SECURITY ADMINISTRATION	6401 SECURITY BLVD. BALTIMORE MARYLAND 21235				8526	9/30/2012
DESCRIPTION Group and identify by type of machinery in the following order: Composing, platemaking, printing presses, binding, and related equipment	AGE	CONDITION*	SERIAL NO.	SIZE	MODEL	
WESCO (SPARTIN SR.) HAND TRUCK	5	E	NONE	N/A	SPTN-T18PE-SR	
WESCO (ECONOMY) PALLET JACK	5	E	07061444-7/037	N/A	272660	
WESCO (ECONOMY) PALLET JACK	5	E	07061444-7/039	N/A	272660	
CLARK JACK	24	F	4659506930 FB	N/A	60-E	
CLARK JACK	24	F	4659496930 FB	N/A	60-E	
RAYMOND FORKLIFT	34	F	0207713237	N/A	20-R-30 TN	
INTERLAKE BOOK STITCHER	29	F	6619	N/A	S-3-A	
INTERLAKE BOOK STITCHER	29	F	5141	N/A	S-3-A	
INTERLAKE BOOK STITCHER	29	F	6618	N/A	S-3-A	
SYNTRON PAPER JOGGER	18	E	P-80510	N/A	J-1-A	
CHALLENGE PAPER JOGGER	3	E	SERIES-A	N/A	HANDY-JOG	
CHALLENGE PAPER JOGGER	3	E	SERIES-A	N/A	HANDY-JOG	
CHALLENGE PADDING PRESS	14	G	2816778	N/A	5603	
CHALLENGE PAPER JOGGER	19	E	3904	N/A	NONE	
CHALLENGE PAPER JOGGER	19	E	3910	N/A	NONE	
GBC BINDING SYSTEM (ELECTRIC)	18	G	GI00643	N/A	111-PM-3	
GBC BINDER (MANUAL)	18	G	GG02016	N/A	16-DB-2	
GBC BINDER (MANUAL)	18	G	GG02012	N/A	16-DB-2	
GBC COMBBINDER (MANUAL)	3	E	9802415	N/A	240-HB	
GBC H700 PRO LAMINATOR	6	E	TC02609G	N/A	H-700 PRO	
GBC COMBBINDER (MANUAL)	3	E	9802416	N/A	240-HB	
GBC 4500 LAMINATOR	10	E	OAP-9243	N/A	GBC4500	
GBC PB 2600	12	G	NG-02108	N/A	PB-2600-D	
GBC PB 2600	12	G	NH-01475	N/A	PB-2600-D	
DUPLO PERFECT BINDER	5	E	70500294	N/A	DPB500	
GBC COMBBINDER	3	E	9802409	N/A	240-HB	
GBC DOCUBIND BINDING SYSTEM	10	E	OHO-3241	N/A	P-300	
GBC DOCUBIND BINDING SYSTEM	10	E	OHO-5168	N/A	P-300	
GBC DOCUBIND BINDING SYSTEM	10	E	OHO-3243	N/A	P-300	
MAGNA PUNCH	9	E	P-136903	N/A	MAGNA	
STITCH AND FOLD	8	E	2383	N/A	B-2000-A	
FASTBACK TAPE BINDER	8	E	14817	N/A	15-XS	
FASTBACK TAPE BINDER	10	E	13447	N/A	15-XS	
GBC H700 PRO LAMINATOR	7	E	RH-00859-G	N/A	H-700 PRO	
GBC H700 PRO LAMINATOR	7	E	RC-00098-G	N/A	H-700 PRO	
RHINO- TUFF COMB PUNCH	7	E	HD 31171	N/A	HD 7000	
ULTRA PAD PADDING PRESS	7	E	NONE	N/A	NONE	
CHALLENGE CUTTER	7	E	06247	N/A	370XG	
RHINO-TUFF COMB PUNCH	6	E	HD 68077	N/A	HD 6500	
CHALLENGE PADDING PRESS	6	E	None	N/A	5603	
CHALLENGE PADDING PRESS	6	E	None	N/A	5603	
STITCH AND FOLD (MBM)	6	E	4091	N/A	B2000A	
HORIZON (STANDARD) PAPER FOLDER	5	E	035070	N/A	PF330	
HORIZON (STANDARD) PAPER FOLDER	5	E	016084	N/A	PF-P330	
ISP BOOK STITCHER	5	E	42209	N/A	S-3-A I	
GBC QUANTUM PUNCH	5	E	RC-04956E	N/A	P-70ix	
RHINO-TUFF COMB PUNCH	3	E	BR 71022	N/A	HD-7100	
RHINO-TUFF COMB PUNCH	3	E	BR 71020	N/A	HD-7100	
RHINO-TUFF COMB PUNCH	3	E	BR 71021	N/A	HD-7100	
BAUM FOLDER	11	G	014SI0276	N/A	714XL	
XEROX STITCH AND FOLD	14	G	H7L-001255	N/A	ASF-135	
SIGNATURE		OFFICIAL TITLE			DATE SUBMITTED	
		Director, Center for Mail Braille, and Duplicating			11/9/2012	

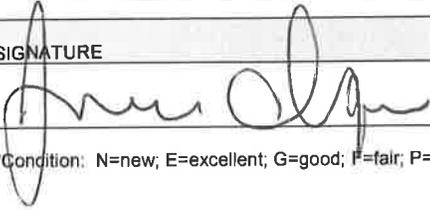
*Condition: N=new; E=excellent; G=good; F=fair; P=poor; U=unserviceable.

ANNUAL PLANT INVENTORY

JCP Form No. 5 (REV. 5-65)

Department headquarters shall submit one copy to the JOINT COMMITTEE ON PRINTING within 60 days after the close of each fiscal year. List all printing, binding, and related or auxiliary equipment in the plant. Use additional sheets if necessary.

THIS FORM IS FOR THE USE OF ALL AUTHORIZED PRINTING PLANTS

DEPARTMENT OR AGENCY	NAME AND LOCATION OF PLANT				JCP AUTHORIZATION NO. ESTABLISHING PLANT	FOR PERIOD ENDED
Social Security Administration	6401 SECURITY BLVD., BALTIMORE, MD 21235				8526	9/30/2012
DESCRIPTION Group and identify by type of machinery in the following order: Composing, platemaking, printing presses, binding, and related equipment	AGE	CONDITION*	SERIAL NO.	SIZE	MODEL	
CHALLENGE DRILL	5	E	75272	N/A	MS-5-A	
CHALLENGE DRILL	5	E	75273	N/A	MS-5-A	
CHALLENGE CUTTER	approx 36 years	G	10778	N/A	MCPB	
COUNTING SCALE	4	E	C07100110	N/A	VW-330A-C	
COUNTING SCALE	4	E	C07100109	N/A	VW-330A-C	
COUNTING SCALE	4	E	C07100130	N/A	VW-330A-C	
COUNTING SCALE	4	E	C07100138	N/A	VW-330A-C	
FELLOWES PAPER SHREDDER	8	E	38225	N/A	220CC	
OCE' 2110 HIGH SPEED DUPLICATOR	7	E	236401101	N/A	BP 2110	
OCE' 2110 HIGH SPEED DUPLICATOR	7	E	236401235	N/A	BP 2110	
XEROX WIDE FORMAT (Engineering Machine - Enlarger)	2	E	716573	N/A	6622	
XEROX DIGITAL COLOR PRESS 700	2	E	MAV107654N	N/A	700	
XEROX DIGITAL COLOR PRESS 700 FIERY EX700 #5	2	E	TBA-352501	N/A	EX 700	
OCE' 2110 HIGH SPEED DUPLICATOR	5	E	21101212	N/A	2110	
OCE' 2110 HIGH SPEED DUPLICATOR	5	E	21101333	N/A	2110	
OCE' 2110 HIGH SPEED DUPLICATOR	5	E	21101328	N/A	2110	
XEROX DOCUCOLOR 8002 #1	2	E	XBN-788632	N/A	8002	
XEROX DOCUCOLOR Fiery EX8002 #1	2	E	XAF-297302	N/A	EX 8002	
XEROX DOCUCOLOR 1000 #2	2	E	WXP-007543	N/A	1000	
XEROX DOCUCOLOR Fiery CP 1000 #2	2	E	XDA-302364	N/A	CP1000	
XEROX DOCUCOLOR 8002 #3	2	E	XBN-787633	N/A	8002	
XEROX DOCUCOLOR Fiery EX8002 #3	2	E	XAF-297217	N/A	EX8002	
XEROX NUVERA - P120	7	E	KRD-568552	N/A	NUVERA 120	
XEROX DIGIPATH (for DocuTech 6100)	10	E	UW7001670	N/A	SERIES 2000	
OCE' 6160 HIGH SPEED DUPLICATOR	3	E	600101659	N/A	VarioPrint 6160	
OCE' 500 COLOR PLOTTER	5	E	14580	N/A	TCS-500	
OCE' 650 COLOR COPIER	4	E	A03UW10000174	N/A	CS 650	
CANNON IMAGE-RUNNER COPIER	6	E	SLQ26378	N/A	5570	
FELLOWES PAPER SHREDDER (POWERSHRED)	5	E	CRC-38485	N/A	C-480C	
COLEMAN COMPRESSOR	8	E	B25311008	N/A	CL0602712	
CHALLENGE SPINDLE DRILL (3H3D)	2	E	105517	N/A	CMC-391-11D	
STITCH AND FOLD BOOKLET MAKER (MBM)	2	E	4332	N/A	B2000	
STITCH AND FOLD TRIMMER (MBM)	2	E	T-4157	N/A	TRIMMER	
STITCH AND FOLD BOOKLET MAKER (MBM)	1	E	11019B2	N/A	B2000	
STITCH AND FOLD TRIMMER (MBM)	1	E	11009TM	N/A	TRIMMER	
CHALLENGE SPINDLE DRILL (EH-3)	1	E	105517	N/A	CMC-391-11D	
BOSTITCH DELUXE M30-AST STITCHER	1	E	11001M30	N/A	M30-AST-1 1/2	
FELLOWES PAPER SHREDDER (C380C)	1	E	310074360	N/A	HSM - 386.2	
CHALLENGE SPINDLE DRILL (EH-3)	0	E	115690	N/A	CMC-391-11D	
BOURG BINDING SYSTEM	0	E	642500543	N/A	BBR2005	
RICOH COLOR COPIER	2	E	M8795500049	N/A	PRP/C-900	
SIGNATURE				OFFICIAL TITLE	DATE SUBMITTED	
				Director, Center for Mail Braille, and Duplicating	11/9/2012	

*Condition: N=new; E=excellent; G=good; F=fair; P=poor; U=unserviceable.

IDENTIFICATION OF A "PRINTING ENVIRONMENT"

RESPONSIBLE COMPONENT EQUIPMENT LOCATION	TYPE OF PRINTING OR RELATED SERVICE PERFORMED	DESCRIPTION OF EQUIPMENT	YEAR ACQUIRED
Headquarter's, Office of Systems, I-P-20 Operations Bldg.	Programmer Sysout and Non Report Print	2 IBM 3900 Printer Systems	1996
Headquarter's, Office of Systems, National Computer Center, Print Mail Facility	Printing of Social Security Cards Notices to the Public	1 Kodak VL2000 Printer	2009
Headquarter's, Office of Systems, National Computer Center, Print Mail Facility	Notices to the Public Notices Reprints to the Public	2 Oce' Page Stream 500 Printer Systems Lexmark T634 Duplex Printer	1998/1990 2005
Headquarter's, Office of Systems, Security West Building	Disability Notices to the Public (Domestic and Intl.) Preprinted Forms and Computer Sysout Notice Reprints On-line Notice Retrieval System Notice Reprints	1 HP 9050 DN AFP Duplex Printer 1 HP 9050 DN AFP Duplex Printer 1 IBM 2090ES AFP Duplex Printer	2009 2009 2005
Headquarter's, Office of Systems, National Computer Center, 4th Floor Validation/Support	Notices to the Public	1 HP 9050 DN AFP Duplex Printer	2009
Office of Systems, Northeastern Program Service Center 155-10 Jamaica Ave. Jamaica NY 11432	Notices to the Public and Programmatic Output for Claims Processing	2 HP 9050 DN AFP Duplex Printer	2009
Office of Systems, Mid-Atlantic Program Service Center 200 Spring Garden St. Philadelphia, PA 19123	Notices to the Public and Programmatic Output for Claims Processing	2 HP 9050 DN AFP Duplex Printers	2009
Office of Systems, Southeastern Program Service Center 1201 12th Ave. Birmingham, AL 35283	Notices to the Public and Programmatic Output for Claims Processing	2 HP 9050 DN AFP Duplex Printers	2009
Office of Systems, Great Lakes Program Service Center 600 West Madison St. Chicago, IL 60606	Notices to the Public and Programmatic Output for Claims Processing	2 HP 9050 DN AFP Duplex Printers	2009
Office of Systems, Western Program Service Center 1221 Nevin Ave. Richmond, CA 94802	Notices to the Public and Programmatic Output for Claims Processing	2 HP 9050 DN AFP Duplex Printers	2009

RESPONSIBLE COMPONENT EQUIPMENT LOCATION	TYPE OF PRINTING OR RELATED SERVICE PERFORMED	DESCRIPTION OF EQUIPMENT	YEAR ACQUIRED
Office of Systems, Mid America Program Service Center 601 E. 12th St. Kansas City, MO 64106	Notices to the Public and Programmatic Output for Claims Processing	2 HP 9050 DN AFP Duplex Printers	2009
Durham Support Center 3604 Hopson Rd. Durham, NC 27709	Printing of Social Security Cards	1 Kodak VL2000 Printer	2009
New York RO - Northeastern Program Service Center 155-10 Jamaica Ave. Jamaica NY 11432	Printing floor plans, regional notifications, and training materials.	3 OCE Color Wave 300 1 Xerox 6279 Wide Format 1 HP large Format Printer	2010 2009 unknown
Chicago RO - Great Lakes Service Center 600 West Madison St. Chicago, IL 60606	Color Copying	1 Lexmark 945e Color Multifunction Copier	unknown
San Francisco RO - Western Program Service Center 1221 Nevin Ave. Richmond CA 94802	Drilling Holes Cutting Paper Copying Color Copying Floor Plans Copying	Challenge Hole Drill MS101A Challenge 30" Paper Cutter Konica 7085 Copier SN: 56GE01100 Richoh ATICIO0560 Copier OCE TDS 400 SN:442012060	1986 1986 2006 2006 2006
Office of Disability Adjudication and Review Reprographics Branch, Ste 605 5107 Leesburg Pike Falls Church, VA 22041	Photocopying of Court Transcripts, Summons and Complaints and Exhibits	1 Scanner	2004
Office of Disability Adjudication and Review Media Productions Section, Ste 305 5107 Leesburg Pike Falls Church, VA 22041	Photocopying of administrative, training and miscellaneous materials.	2 Drill Presses 1 Paper Cutter 1 Folding Machine with Sheet Size Capacity of 11x 17" and below 1 Offline Tape Binding System	2008 2008 2007 2011

RESPONSIBLE COMPONENT EQUIPMENT LOCATION	TYPE OF PRINTING OR RELATED SERVICE PERFORMED	DESCRIPTION OF EQUIPMENT	YEAR ACQUIRED
Headquarter's, Center for Publications Management 1-N-10 Annex Building	Electronic Composition Systems (CD-ROM Production/Development)	HP/Compaq dc7700 3.40 GHz 80 GB Hard Drive 1GB RAM (2) - SyncMaster 570s 15" LCD Monitors Windows XP Professional Internal CD/WR, DVD/WR External USB Iomega Zip Drive CopyPro PowerPro III Thermal Printer (2) - Condre 9-Drive CD Duplicator (2) - MicroBoard Print Factory CD Dimensions 11 drive DVD Duplicator TEAC P-55C Color CD/DVD Printer	2008 2005 2005 2006 2004 2004 2007 2009
Headquarter's, Center for Publications Management 1319 Annex Building THE FOLLOWING EQUIPMENT FALLS UNDER THE RESPONSIBILITY OF THE HEADQUARTER'S REPROGRAPHIC MANAGEMENT TEAM:	Desktop Publishing Systems	HP Compaq dc7800 HP ScanJet 8250 Scanner Lexmark T522 Printer	2009 2004 2002
Northeastern Program Service Center 155-10 Jamaica Ave. Jamaica NY 11432	Reports, Guides, Administrative Material, Flyers	1 OCE VP 2100 Photocopier	2008
Mid-America Program Service Center 601 E 12th St. Kansas City, MO 64106	Reports, Guides, Administrative Material, Flyers	2 OCE VP 2100 Photocopiers	2007/2008

RESPONSIBLE COMPONENT EQUIPMENT LOCATION	TYPE OF PRINTING OR RELATED SERVICE PERFORMED	DESCRIPTION OF EQUIPMENT	YEAR ACQUIRED
Mid-Atlantic Program Service Center 200 Spring Garden St. Philadelphia, PA 19123	Reports, Guides, Administrative Material, Flyers	2 OCE VP 2100 Photocopiers	2007
Southeastern Program Service Center 1201 12th Ave. Birmingham, AL 35283	Reports, Guides, Administrative Material, Flyers	2 OCE VP 2110 Photocopiers	2008
Great Lakes Program Service Center 600 West Madison St. Chicago, IL 60606	Reports, Guides, Administrative Material, Flyers	2 OCE VP 2100 Photocopiers	2008
Western Program Service Center 1221 Nevin Ave. Richmond, CA 94802	Reports, Guides, Administrative Material, Flyers	3 OCE VP 2100 Photocopiers	2007/2008
Atlanta Regional Office 1201 12th Ave. Birmingham, AL 35283	Reports, Guides, Administrative Material, Flyers	2 OCE VP 2100 Photocopiers	2008
Boston Regional Office JFK Federal Building 19th Floor Boston, MA 02203	Reports, Guides, Administrative Material, Flyers	1 OCE VP 2100 Photocopier	2007
New York Regional Office 26 Federal Plaza New York, NY 10278	Reports, Guides, Administrative Material, Flyers	1 OCE VP 2100 Photocopier	2008
Office of Disability Adjudication and Review Reprographics Branch, Ste 605 5107 Leesburg Pike Falls Church, VA 22041	Graphic print and audio-visual productions to support agency training and communications needs.	6 Xerox P120 MFF Photocopiers 1 Xerox P144 MFF Photocopier 1 Xerox XC1000 Photocopier 5 OCE VP4120 Photocopiers 1 Canon Imagepress 7000 Photocopier 1 Canon Imagepress A3100 Photocopier 1 Xerox 6135 Photocopier 1 Xerox Nuvera 120 Photocopier 1 Xerox 6180 Photocopier	2009 2009 2010 2009 2010 2010 2005 2005 2006

RESPONSIBLE COMPONENT EQUIPMENT LOCATION	TYPE OF PRINTING OR RELATED SERVICE PERFORMED	DESCRIPTION OF EQUIPMENT	YEAR ACQUIRED
Baltimore Teleservice Center 300 N Greene Street, Metro-West, 3-G-17 Baltimore, MD 21290	Reports, Guides, Administrative Material, Flyers	1 OCE VP 2100 Photocopier	2007
Security West Building 1500 Woodlawn Drive, 7th Floor Baltimore, MD 21235	Reports, Guides, Administrative Material, Flyers	1 OCE VP 2100 Photocopier	2007
Mail, Braille and Duplicating 6401 Security Boulevard 1600 Annex Building Baltimore, MD 21235	Reports, Guides, Administrative Material, Flyers	3 OCE VP 2100 Photocopiers 1 Xerox XC 1000 Photocopier 2 OCE VP 2110 Photocopiers 1 OCE VP 6160 Photocopier 1 Xerox Nuvera Photocopier	2005/2007/2008 2010 2005 2009 2005

NEW PRINTING AND RELATED EQUIPMENT PLANNED AND/OR BUDGETED FOR IN FY 2014 THROUGH FY 2016

RESPONSIBLE COMPONENT EQUIPMENT LOCATION	PROPOSED PURCHASE YEAR	DESCRIPTION OF EQUIPMENT	ESTIMATED COST	INTENDED PURPOSE	JUSTIFICATION
Headquarter's Office of Systems, National Computer Center	2014	(2) OCE Pagestream 500 High Capacity Roll Feed AFP Production Printers or equivalent	\$1,200,000	Technology Refreshment	Replace aged equipment that has reached its system life.
Headquarter's Reprographic Management Team Equipment Located Nationwide	2014	Replace (12) Oce Model VP 2100 Photocopiers	\$300,000	Some to be replaced with high speed digital equipment while some are to be replaced with lower volume equipment.	Current copier is aging and reaching the end of its useful life cycle.
Headquarter's Reprographic Management Team Mail, Braille, and Duplicating Operations	2014	Replace (1) Xerox Model 6180 Photocopier	\$400,000	Replace with high speed digital color equipment	Current copier is aging and reaching the end of its useful life cycle.
Office of Disability Adjudication and Review - Falls Church VA Media Productions Branch	2014	Replace and/or expand bindery equipment as necessary	\$75,000	Used to support DC level organizational requirements	Bindery equipment will be replaced as required at end of life cycles or based on workload changes.
Office of Disability Adjudication and Review - Falls Church VA Reprographics Branch	2014	Replace at end of life cycle as necessary, the digital duplicators and Scan-To-Print System in the Reprographics Branch	\$3,000,000	Used for reproduction of claims file material.	The majority of the duplicators were replaced in 2009. Other replacements to be made as required. (We anticipate replacements starting in FY 2014).
Office of Disability Adjudication and Review - Falls Church VA Media Productions Section	2015	Replace and/or expand bindery equipment as necessary	\$75,000	Used to support DC level organizational requirements	Bindery equipment will be replaced as required at end of life cycles or based on workload changes.
Office of Disability Adjudication and Review - Falls Church VA Reprographics Branch	2015	Replace at end of life cycle as necessary, the digital duplicators and Scan-To-Print System in the Reprographics Branch	\$100,000	Used for reproduction of claims file material.	The majority of the duplicators were replaced in 2009. Other replacements to be made as required. (We anticipate replacements starting in FY 2014).
Headquarter's Reprographic Management Team Falls Church, VA	2015	Replace 1 OCE Model VP 4120 Photocopier	\$375,000	Replace with high speed digital color equipment	Current copier is aging and reaching the end of its useful life cycle.

RESPONSIBLE COMPONENT EQUIPMENT LOCATION	PROPOSED PURCHASE YEAR	DESCRIPTION OF EQUIPMENT	ESTIMATED COST	INTENDED PURPOSE	JUSTIFICATION
Headquarter's Reprographic Management Team Mail, Braille, and Duplicating Operations	2015	Replace 5 OCE Model VP 4120 Photocopiers	\$450,000	Replace with high speed digital color equipment	Current copier is aging and reaching the end of its useful life cycle.
Headquarter's Reprographic Management Team Mail, Braille, and Duplicating Operations	2015	Replace 1 Ricoh Model C900S Photocopier	\$125,000	Replace with high speed digital color equipment	Current copier is aging and reaching the end of its useful life cycle.
Office of Disability Adjudication and Review - Falls Church VA Reprographics Branch	2016	Replace at end of life cycle as necessary, the digital duplicators and Scan-To-Print System in the Reprographics Branch	\$100,000	Used for reproduction of claims file material.	The majority of the duplicators were replaced in 2009. Other replacements to be made as required. (We anticipate replacements starting in FY 2014).
Headquarter's Reprographic Management Team Falls Church, VA	2016	Replace (6) Xerox Nuvera P120-MFF Photocopiers	\$800,000	Replace with high speed digital color equipment	Current copier is aging and reaching the end of its useful life cycle.
Office of Disability Adjudication and Review - Falls Church VA Media Productions Section	2016	Replace and/or expand bindery equipment as necessary	\$75,000	Used to support DC level organizational requirements	Bindery equipment will be replaced as required at end of life cycles or based on workload changes.

Total Estimated Cost for 2014 = \$ 4,975,000
Total Estimated Cost for 2015 = \$ 1,125,000
Total Estimated Cost for 2016 = \$ 975,000

PRINTING PRODUCTION/PROCUREMENT ACTIVITY FOR FY 2014 THROUGH FY 2016

PRODUCTION SOURCE AND SSA ORDERING SITE	PROJECTIONS					
	FY 2014		FY 2015		FY 2016	
	# OF JOBS	COST	# OF JOBS	COST	# OF JOBS	COST
Government Printing Office (GPO) Regional Printing Procurement Officers (RPPO):						
Boston Regional Office	2	\$2,000	2	\$2,000	2	\$2,000
New York Regional Office	1	\$5,000	1	\$5,000	1	\$5,000
Philadelphia Regional Office and Program Service Center	5	\$10,000	5	\$10,000	5	\$10,000
Atlanta Regional Office	57	\$25,885	60	\$26,875	76	\$28,225
Chicago Regional Office and Program Service Center	64	\$110,500	60	\$113,000	55	\$107,000
Dallas Regional Office	10	\$9,100	10	\$9,300	10	\$9,500
Kansas City Regional Office	3	\$1,000	3	\$1,000	3	\$1,000
Denver Regional Office	1	\$800	1	\$1,000	1	\$1,100
San Francisco Regional Office	32	\$70,000	32	\$70,000	32	\$70,000
Seattle Regional Office	10	\$10,000	10	\$10,000	10	\$10,000
GPO (Washington, DC):						
Headquarter's Term Printing Contracts (GPO 2511 Print Orders)	1,500	\$30,000,000	1,700	\$33,000,000	1,900	\$36,000,000
Headquarter's Printing and Binding Requisitions (Standard Form 1)	150	\$500,000	155	\$550,000	160	\$600,000
Simplified Purchase Agreements (Standard Form 1)	20	\$50,000	25	\$55,000	30	\$60,000
In-House Printing/Duplicating						
Headquarter's Duplicating Facility	2,300	\$1,200,000	2,200	\$1,100,000	2,100	\$1,000,000
Government "Printing Plants" belonging to other Agencies (e.g., GSA, Navy, etc.)	N/A		N/A		N/A	
In-House Composition (typesetting) Facilities	N/A		N/A		N/A	
Direct Procurement from Commercial Sources	N/A		N/A		N/A	
Total	4,155	\$31,994,285	4,264	\$34,953,175	4,385	\$37,903,825

PUBLISHING AND DISTRIBUTION ACTIVITY FOR FY 2014 THROUGH FY 2016

SSA COMPONENT	PUBLICATION TYPE	FY 2014		FY 2015		FY 2016	
		# Print Jobs	Method of Distribution	# Print Jobs	Method of Distribution	# Print Jobs	Method of Distribution
HEADQUARTER COMPONENTS:							
Office of Financial Policy and Operations	Public Information	1	Component Mail	2	Component Mail	1	Component Mail
Office of Communications	Public Information	340	Contractor	350	Contractor	360	Contractor
Office of the Inspector General	Public Information	110	In-House/Component	110	In-House/Component	110	In-House/Component
Office of Retirement and Disability Policy	Public Information	6	Contractor	7	Contractor	6	Contractor
Office of Retirement and Disability Policy	Public Information	2	Contractor and Component	2	Contractor and Component	2	Contractor and Component
Office of Disability and Adjudication Review	Public Information	3	Supply System/Contractor	3	Supply System/Contractor	3	Supply System/Contractor
Office of Human Resources	Public Information	47	Contractor	47	Contractor	47	Contractor
Office of the General Counsel	Public Information	2	In-House/Component	2	In-House/Component	2	In-House/Component
Office of Security and Emergency Preparedness	Public Information	6	In-House	6	In-House	6	In-House
Office of the General Counsel	Technical and Scientific	1	In-House	1	In-House	1	In-House
Office of the Actuary	Technical and Scientific	4	In-House/Component	4	In-House/Component	4	In-House/Component
Office of Financial Policy and Operations	Technical and Scientific	12	Component	12	Component	12	Component
Office of Retirement and Disability Policy	Technical and Scientific	6	Contractor/In-House	6	Contractor/In-House	6	Contractor/In-House
Office of Retirement and Disability Policy	Statistical	7	Contractor/In-House	5	Contractor/In-House	7	Contractor/In-House
Office of the Inspector General	Statistical	4	In-House/Component	4	In-House/Component	4	In-House/Component
Office of Disability and Adjudication Review	Administrative	14	In-House/Contractor	14	In-House/Contractor	14	In-House/Contractor
Office of the Inspector General	Administrative	10	In House/Component	10	In House/Component	10	In House/Component
Office of Budget	Administrative	6	Component or In-House	6	Component or In-House	6	Component or In-House
Office of Human Resources	Administrative	72	In-House	71	In-House	70	In-House
Office of the General Counsel	Administrative	37	In-House	37	In-House	37	In-House
Other - identify:							
Office of Human Resources	Tent cards, Flyers, Cards	71	In-House	71	In-House	71	In-House
Office of Communications	COLA TII Notices	1	Contractor	1	Contractor	1	Contractor
Office of Legislation and Congressional Affairs	Congressional Inquiries Guide			1	In-House		
Office of Legislation and Congressional Affairs	Legislative History-Downey	1	In-House			1	In-House
Office of Financial Policy and Operations	Draft Checks	4	Contractor	4	Contractor	4	Contractor
Office of Financial Policy and Operations	CAN/SOC Handbook	1	In-House	1	In-House	1	In-House
Office of the General Counsel	IAA with DOD for photocopying	10	In-House	10	In-House	10	In-House
Office of the General Counsel	Appellate Case Folder Covers	4	Contractor	4	Contractor	3	Contractor

SSA COMPONENT	PUBLICATION TYPE	FY 2014		FY 2015		FY 2016	
		# Print Jobs	Method of Distribution	# Print Jobs	Method of Distribution	# Print Jobs	Method of Distribution
	Other - identify:						
Office of Financial Policy and Operations	Treasury Report	1	Component	1	Component	1	Component
Office of Financial Policy and Operations	U.S. Standard Ledger	1	Component	1	Component	1	Component
Office of Financial Policy and Operations	OMB A-11 Circular	1	Component	1	Component	1	Component
Office of Financial Policy and Operations	Financial Statement Presentation	4	Component	4	Component	4	Component
Office of Financial Policy and Operations	Check inserts	1	Contractor	1	Contractor	1	Contractor
Office of Retirement and Disability Policy	TTW Publications/Posters	3	Supply System	3	Supply System	3	Supply System
Office of Retirement and Disability Policy	Red Book	1	In-House/Contractor	1	In-House/Contractor	1	In-House/Contractor
Office of Retirement and Disability Policy	Understanding SSI Publications	1	In-House/Contractor	4	In-House/Contractor	4	In-House/Contractor
Office of Retirement and Disability Policy	Section 1144 Outreach	2	Contractor	2	Contractor	2	Contractor
Office of Retirement and Disability Policy	Compilation of SS Laws	3	Contractor	3	Contractor	3	Contractor
Office of Facilities and Supply Management	Publication re-prints	270	Supply Ordering System	270	Supply Ordering System	270	Supply Ordering System
REGIONAL OFFICES:							
Philadelphia	Public Information	2	Contractor	2	Contractor	2	Contractor
Atlanta	Public Information	10	In-House	12	In-House	10	In-House
Chicago	Public Information	20	Contractor	20	Contractor	17	Contractor
Denver	Public Information	1	In-House			1	In-House
Seattle	Public Information	2	In-House	2	In-House	2	In-House
Boston	Administrative	2	In-House	2	In-House	2	In-House
Philadelphia RO	Administrative	2	In-House	2	In-House	2	In-House
Atlanta	Administrative	31	In-House	33	In-House	25	In-House
Chicago	Administrative	25	In-House	21	In-House	21	In-House
Dallas	Administrative	2	In-House	2	In-House	2	In-House
Kansas City	Administrative	3	In-House	3	In-House	3	In-House
Denver	Administrative			1	In-House		
Seattle	Administrative	5	In-House	5	In-House	5	In-House
	Other - identify:						
Philadelphia	Forms	1	In-House	1	In-House	1	In-House
Atlanta	Training Material	9	In-House	12	In-House	15	In-House
Chicago	Training Material	15	In-House	15	In-House	13	In-House
Dallas	Training Material	2	In-House	2	In-House	2	In-House
Seattle	Training Material/Forms	3	In-House	3	In-House	3	In-House

SUMMARY:

Total Number of Headquarter Print Jobs
Total Number of Regional Office Print Jobs
Grand Total

	FY 2014	FY 2015	FY 2016
Total Number of Headquarter Print Jobs	1,070	1,082	1,090
Total Number of Regional Office Print Jobs	135	138	126
Grand Total	1,205	1,220	1,216

Format 4

REGIONAL GPO PRINTING REQUESTS PROCESSED DURING FY 2012

ORGANIZATION (do not use acronyms):	Deputy Commissioner for Operations		
CONTACT NAME/PHONE NUMBER:	Kyle Wilson Jr.		
EMAIL:	kyle.m.wilson.jr@ssa.gov		
GPO LOCATION USED	JOB TITLE	NUMBER OF LEAVES	TOTAL COST
Boston Region	Comb Clear Cover	15	\$23
	CLR 1S Copy/Print	2,505	\$626
	BW on Tab Paper	75	\$11
	How to contact the SSA 03-29-20	1,000	\$521
Philadelphia Region	Philadelphia Online Filing Flyer	500,000	\$7,400
	SSA Manager's Labor Relations Handbook	200	\$1,912
	Regional Strategic Vision & Values Calendar	6,000	\$1,609
Atlanta Region	Official Note Cards to Employees (jack# 11-00001)	800	\$255
	Stationary Writing Pad (jack# 11-00002)	40	\$130
Chicago Region	Office of the Regional Commissioner Cards/Envelopes	1,000	\$591
	Guide to Social Security Online	6,000	\$1,714
	Sequence Check Cards	2,000	\$349
	Federal Personnel Payroll Booklet	210	\$1,121
	Envelopes	1,135,827	\$41,852
Dallas Region	Regional Commissioner Awards "Welcome" Sign	1	\$248
	Regional Commissioner Invitation Cards/Envelopes	1,000	\$315
	Fraudulent Diversion of Direct Benefits & Case Documentation Reminders	3,000	\$682
	Banners for Unity Week Activities Sponsored by CREO	6	\$434
Kansas City Region	Informational Desk Chart - Mid-America Program Service Center	2,060	\$612
Denver Region	SSA Manager's Labor Relations Handbook	75	\$1,139
San Francisco Region	White Envelopes, PCO	22,000	\$551
	White Envelopes, PO BOX 4213	20,000	\$760
	Flyers, Think Twice First	2,700	\$502
Seattle Region	STAR 2012 Program	170	\$210
	Ketchikan Resident Station - Change of Service	4	\$54
	List 20 Mailer	15,000	\$2,335
	Appointment Reminder Cards	30,000	\$136
TOTALS		1,751,688	\$66,092