

# EMPLOYEE RESPONSIBILITIES

## UNDER SSB ACT, CHAPTER 44

- Register with SSB for a **“Valid for Employment”** Social Security card for active employment.
- Maintain use of only one Social Security Number throughout your entire work life.
- Present Social Security card to employer at start of employment.
- Ensure that your Social Security Number and contribution deductions are correctly listed on the pay slip.
- Conduct yearly checks on your Contribution History to ensure all payments are accurate and complete.
- Report employers to SSB for non-payment of contributions.
- Ensure your personal contact information is up-to-date with SSB.
- Appeal a claim decision if not satisfied with the outcome.



SOCIAL SECURITY BOARD

*Social Security Board: Safeguarding You, your Family, your Future!*