

COLLEGE OF MICRONESIA-FSM
ADMINISTRATIVE PROCEDURE NO. 6012

Social Security

Date Adopted: 1 April 1993

Date Revised: 30 May 2015

Date Reviewed: 11 August 2017

References: Chapter 2, Human Resources Manual, August 30, 2017

HRO collects a copy of the FSM Social Security Number from each new employee. The social security number is used for every personnel action and contract prepared for each employee. HRO provides copies of Personnel Actions, contracts, and social security cards to payroll to deduct from both employee and employer their share of the social security fees when the biweekly payroll is processed.

See Board Policy No. 6012.