

**ADMINISTRATIVE ARRANGEMENT
FOR THE IMPLEMENTATION OF THE AGREEMENT
ON SOCIAL SECURITY
BETWEEN
THE CZECH REPUBLIC
AND
THE UNITED STATES OF AMERICA**

The Competent Authority of the Czech Republic and
the Competent Authority of the United States of America,

In conformity with Article 13 (a) of the Agreement on Social Security between the Czech Republic and the United States of America of *September 7, 2007*, hereinafter referred to as the "Agreement",

have agreed as follows:

CHAPTER I
General Provisions

Article 1

The terms used in this Administrative Arrangement shall have the same meaning as in the Agreement.

Article 2

1. The agencies referred to in Article 1, paragraph 1 (d) of the Agreement shall be:
 - (a) for the United States, the Social Security Administration;
 - (b) for the Czech Republic, Česká správa sociálního zabezpečení (the Czech Social Security Administration).
2. The agencies referred to in paragraph 1 of this Article shall agree upon the joint procedures and forms necessary for the implementation of the Agreement and this Administrative Arrangement.

CHAPTER II
Provisions on Coverage

Article 3

1.
 - (a) Where a person is subject to the laws of one Contracting State in accordance with Part II of the Agreement, the agency of that Contracting State shall issue, upon request of the employer or self-employed person, a certificate stating that the person concerned is subject to those laws, and indicating the duration for which the certificate shall be valid.
 - (b) Where possible, a certificate shall be requested in advance by the employer or self-employed person.
 - (c) This certificate shall be evidence that the person concerned is exempt from the laws on compulsory coverage of the other Contracting State in respect of the designated employment or self-employment activity.
2. The certificate referred to in paragraph 1 of this Article shall be issued and exceptions under Article 10 of the Agreement shall be granted by the agencies referred to in Article 2 of this Administrative Arrangement.
3. The employer and employee, or self-employed person, shall submit, in advance wherever possible, a request for an exception under Article 10 of the Agreement to the agency of the Contracting State under whose laws coverage is requested.
4. The agency of a Contracting State which issues a certificate referred to in paragraph 1 of this Article shall furnish, as needed, a copy of the certificate or agreed upon information from the certificate to the agency of the other Contracting State.

CHAPTER III
Provisions on Benefits

Article 4

1. Applications for benefits under the Agreement shall be submitted on forms to be agreed upon by the agencies of the two Contracting States.
2. The agency of the Contracting State with which an application for benefits is first filed in accordance with the Agreement shall transmit the application to the agency of the other Contracting State, indicating the date on which the application was received. The agency of the first Contracting State will also transmit, on forms to be agreed upon, a record of the periods of coverage completed under its laws and other information in its possession as may be required for the agency of the other Contracting State to complete action on the claim.
3. The agency of a Contracting State which receives an application that was first filed with an agency of the other Contracting State shall, without delay, provide the agency of the other Contracting State with the same information as mentioned in paragraph 2 of this Article, which is required to complete action on the claim in the first Contracting State.
4. The agency of the Contracting State with which an application for benefits has been filed shall verify the information pertaining to the applicant and the applicant's family members. The types of information to be verified shall be agreed upon by the agencies of both Contracting States.

CHAPTER IV
Miscellaneous Provisions

Article 5

In accordance with measures to be agreed upon pursuant to paragraph 2 of Article 2 of this Administrative Arrangement, the agency of one Contracting State shall, upon request of the agency of the other Contracting State, furnish available information relating to the claim of any specified individual for the purpose of administering the Agreement.

Article 6

For the purpose of facilitation of the implementation of the Agreement and this Administrative Arrangement, the agencies may agree on measures for the provision and transmission of the electronic exchange of data, in accordance with Article 15 of the Agreement.

Article 7

1. Where administrative assistance is requested under Article 14 of the Agreement, it shall be free of charge. Expenses other than regular personnel and operating costs of the agency providing the assistance shall be reimbursed, except as may be agreed to by the Competent Authorities or agencies of the Contracting States.

2. Upon request, the agency of one Contracting State shall furnish without cost to the agency of the other Contracting State any medical information and documentation in its possession relevant to the disability of the claimant or beneficiary.
3. Where the agency of one Contracting State requires that a person in the territory of the other Contracting State who is receiving or applying for benefits under the Agreement submit to a medical examination, such examination, if requested by that agency, shall be arranged by the agency of the other Contracting State in accordance with the rules of the agency making the arrangements and at the expense of the agency which requests the examination.
4. The agency of one Contracting State shall reimburse amounts owed under paragraphs 1 or 3 of this Article upon presentation of a statement of expenses by the agency of the other Contracting State.

Article 8

1. Benefits shall be paid directly to the beneficiaries, in accordance with the laws of a Contracting State.
2. The agencies of the Contracting States shall pay benefits under the Agreement without any deduction for the agencies' administrative expenses.

Article 9

The agencies of the two Contracting States shall exchange statistics on the number of certificates issued under Article 3 of this Administrative Arrangement and on the payments made to beneficiaries under the Agreement. These statistics shall be furnished annually in a form to be agreed upon.

Article 10

The Competent Authorities may notify each other, in writing, of changes in the names of the agencies without the need to modify this Administrative Arrangement.

Article 11

This Administrative Arrangement shall enter into force on the date of entry into force of the Agreement and shall have the same period of validity.

DONE at *Prague* on *September 7, 2007* in duplicate in the Czech and English languages, the two texts being equally authentic.

FOR THE COMPETENT AUTHORITY OF
THE CZECH REPUBLIC

Petr Nečas

FOR THE COMPETENT AUTHORITY OF
THE UNITED STATES OF AMERICA

Richard W. Graber