

Request for Records Disposition Authority

Records Schedule Number DAA-0058-2013-0007
Schedule Status Approved

Agency or Establishment Internal Revenue Service
Record Group / Scheduling Group Records of the Internal Revenue Service
Records Schedule applies to Major Subdivision
Major Subdivision Tax Administration - Examination
Schedule Subject Form 3949-A (Information Referral)
Internal agency concurrences will be provided No

Background Information The IRS Records Office, in cooperation with an IRS Headquarters cross-functional team, submits this disposition request to update RCS 23, item 64 to include a sub-item specific for Form 3949-A consistent with the maintenance and approved disposition of similar records under RCS 29, item 47

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0058-2013-0007

Sequence Number

1

Form 3949-A (Information Referral)

Disposition Authority Number DAA-0058-2013-0007-0001
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Records Schedule Items

Sequence Number		
1	Form 3949-A (Information Referral) Disposition Authority Number DAA-0058-2013-0007-0001 Forms 3949-A screened and not selected for examination Final Disposition Temporary Item Status Active Is this item media neutral? Yes Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No	
	Manual Citation	Manual Title
	RCS 23, item 64c	Records Control Schedule (RCS) 23 for Tax Administration - Examination
	Disposition Instruction	
	Retention Period	Destroy 90 days after receipt, or after the determination is made not to select for examination
	Additional Information	
	GAO Approval	Not Required

Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified

Signatory Information

Date	Action	By	Title	Organization
02/25/2013	Certify	Tracee Taylor	Senior Records Analyst	Real Estate and Facilities Management - Records and Information Management Program
07/16/2013	Submit for Concurrence	Jametta Davis	Appraiser	National Archives and Records Administration - Records Management Services
07/22/2013	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
07/23/2013	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
07/25/2013	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist