

Request for Records Disposition Authority

Records Schedule Number **DAA-0058-2013-0013**
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 **Office of Deputy Commissioner, Operations and Support**
Minor Subdivision **Privacy, Government Liaison, and Disclosure**
Schedule Subject **PGLD Records**
Internal agency concurrences will be provided **No**

Background Information **The following records are used by the offices within Privacy, Government Liaison, and Disclosure (PGLD), which falls under the Deputy Commissioner, Operations Support Organization. PGLD protects sensitive information and privacy of taxpayers and employees; ensuring only authorized disclosures and data sharing, including how to report a lost or stolen laptop or phishing scam.**

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
5	0	5	0

GAO Approval

Outline of Records Schedule Items for DAA-0058-2013-0013

Sequence Number	
1	Minutes or Summaries of Confernces and Meetings, Briefings, Operational Reviews (not covered elsewhere in this schedule) Disposition Authority Number: DAA-0058-2013-0013-0001
2	Project Files Disposition Authority Number: DAA-0058-2013-0013-0002
3	Proofs of Concepts Project Files
3.1	Projects that are implemented Disposition Authority Number: DAA-0058-2013-0013-0003
3.2	Projects that are not implemented Disposition Authority Number: DAA-0058-2013-0013-0004
4	Incident Management Case Files Disposition Authority Number: DAA-0058-2013-0013-0005

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
09/10/2013	Certify	Tracee Taylor	Senior Records Analyst	Real Estate and Facilities Management - Records and Information Management Program
04/22/2014	Submit for Concurrence	Rania Mahmoud	Appraisal Archivist	National Archives and Records Administration - Records Management Services
04/24/2014	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
04/24/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
04/25/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist