

Request for Records Disposition Authority

Records Schedule Number DAA-0058-2016-0011
Schedule Status Approved

Agency or Establishment Internal Revenue Service
Record Group / Scheduling Group Records of the Internal Revenue Service
Records Schedule applies to Agency-wide
Schedule Subject TAS International Taxpayer Rights Conference Website
Internal agency concurrences will be provided No

Background Information Agency microsite located at www.taxpayerrightsconference.com to support the National Taxpayer Advocate International Taxpayer Rights conference to be held annually in Washington, DC. Site is accessible from IRS.gov via multiple links as well as from search engines. Site contains general conference information, speaker biographies, agenda, and conference material which will be included in a password protected area for attendees only (single password provided to all that are registered).

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0058-2016-0011

Sequence Number

1

System Data for TAS Microsite

Disposition Authority Number: DAA-0058-2016-0011-0001

Records Schedule Items

Sequence Number						
1	System Data for TAS Microsite					
	Disposition Authority Number	DAA-0058-2016-0011-0001				
	The website contains speaker names and biographies as provided by the individual. Data is maintained by content administrators from TAS as well as a vendor. The public cannot input or delete data on the site. Speakers also provide papers which may include their name, address, and email. These are available as .pdf documents only.					
	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				
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>RCS 9, Item 98</td> <td>Records Control Schedules of the Internal Revenue Service</td> </tr> </tbody> </table>		Manual Citation	Manual Title	RCS 9, Item 98	Records Control Schedules of the Internal Revenue Service
Manual Citation	Manual Title					
RCS 9, Item 98	Records Control Schedules of the Internal Revenue Service					
	Disposition Instruction					
	Cutoff Instruction	Cut off data records at the conclusion of the annual TP Rights conference				
	Retention Period	Destroy 6 year(s) after cutoff				
	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
04/10/2016	Certify	Tracee Taylor	Senior Records Analyst	Real Estate and Facilities Management - Records and Information Management Program
06/17/2016	Submit for Concurrence	Ashby Crowder	Archives Specialist	National Archives and Records Administration - ACRA
06/21/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
06/22/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
06/27/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist