

Request for Records Disposition Authority

Records Schedule Number DAA-0058-2017-0009
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 Small Business/Self-Employed
Schedule Subject Form 3949-A Information Referral - SB/SE Collections
Internal agency concurrences will be provided No

Background Information

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of Total Disposition Items | Number of Permanent Disposition Items | Number of Temporary Disposition Items | Number of Withdrawn Disposition Items |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-0058-2017-0009

| Sequence Number |
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| 1 |
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| Form 3949-A Information Referral |
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| Disposition Authority Number: DAA-0058-2017-0009-0001 |
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Records Schedule Items

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| Sequence Number | | |
| 1 | <p>Form 3949-A Information Referral</p> <p>Disposition Authority Number DAA-0058-2017-0009-0001</p> <p>Form 3949-A and/or tax-related communications and information alleging or indicating a violation within the investigative jurisdiction of the Internal Revenue Service, SBSE-Collection.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> | |
| | Manual Citation | Manual Title |
| | Document 12990 | RCS 28, item 90 |
| | <p>Disposition Instruction</p> <p>Retention Period Destroy 90 days after the determination is made not to select for collection.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p> | |

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 |
|------------|------------------------|------------------|---|---|
| 06/13/2017 | Certify | Tracee Taylor | IRS Records Officer | Privacy, Governmental Liaison and Disclosure - Records and Information Management |
| 08/30/2017 | Submit for Concurrency | Rania Mahmoud | Appraisal Archivist | National Archives and Records Administration - Records Management Services |
| 09/05/2017 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 09/05/2017 | Concur | Margaret Hawkins | Director of Records Management Services | National Records Management Program - ACNR Records Management Services |
| 09/08/2017 | Approve | David Ferriero | Archivist of the United States | Office of the Archivist - Office of the Archivist |