·REQUEST FOR RECORDS DISPOSITION AUTHORITY *(See Instructions on reverse)*	LEAVE BLANK (NARA use only)
	JOB NUMBER *NI-058-09-15*
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001	DATE RECEIVED *3/30/09*

1. FROM (Agency or establishment) Department of the Treasury	NOTIFICATION TO AGENCY
2. MAJOR SUBDIVISION Internal Revenue Service	In accordance with the provisions of 44 U.S.C 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10.
3. MINOR SUBDIVISION Small Business/Self Employed (SB/SE)	

4. NAME OF PERSON WITH WHOM TO CONFER Daniel W. Bennett	5. TELEPHONE 202-283-9359	DATE *6-25-09*	ARCHIVIST OF THE UNITED STATES *Adrienne Thomas*

5. 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 on the attached __2__ pages(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

☒ is not required;   ☐ is attached; or   ☐ has been requested.

DATE *3/24/2009*	SIGNATURE OF AGENCY REPRESENTATIVE *Daniel W. Bennett* IRS Records Officer	TITLE IRS Records Officer National Office, OS:A:RE:SC Washington, DC 20224

7. ITEM NO.	8. DESCRIPTION OF ITEM OF PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	RCS 1.15.28 for Records Control Schedule for Collection **Updates to RCS:** **1.) Add new Department of Labor Standards Enforcement Program System (DLSE), New Item 153** **RCS 1.15.35 for Tax Administration Electronic Systems** **a.) Add new pointer to Item 153 in RCS 1.15.28** **The records are owned by the SB/SE Compliance and Analytics Research Branch and processed in a Server operated from the Ogden Submissions Processing Campus.** *See attached.*		

RCS 28, Item 153 1.15.28

and

IRM 1.15.35

Background:

The Department of Labor Standards Enforcement program falls under the division of Small Business/Self-Employed (SB/SE). Department of Labor Standards Enforcement Program (DLSE) takes in requests from taxpayers who want to be licensed to do business in certain industries in California. After determination, the taxpayer is notified of the decision. At the end of each week California's Department of Labor Standards Enforcement receives a file on Computer Diskette (CD) of the week's results.

NEW

Department of Labor Standards Enforcement Program (DLSE) System

Description:
The Department of Labor Standards Enforcement (DLSE) System is primarily used to process information submitted by taxpayers from the California garment, agricultural, car washing and polishing industries (companies) extracted from IR Form 8821.These industries must be cleared by the IRS in order to successfully operate. If the industry (company) taxpayer is in compliance with Federal requirements, a letter is generated to the taxpayer to be presented to the state.

A.   Inputs:

Information is submitted by taxpayers from the California garment, agricultural, car washing and polishing industries (companies) from IR Form 8821.

Disposition: TEMPORARY. Cut off at the end of the processing year. Destroy 3 years after cutoff.

B.   System Data:

The program includes entity information, taxpayer identification Number (TIN), Employer Identification Number (EIN), and status of the taxpayer accounts.

Disposition: TEMPORARY. Cut off at the end of the processing year. Destroy 3 years after cutoff.

C. Outputs:

Outputs include letters generated to taxpayers and a weekly Computer Diskette (CD) sent to California. Only copies of letters generated to taxpayers are retained on the System.

Disposition: TEMPORARY. Cut off at the end of the processing year. Destroy 3 years after cutoff.

D. System Documentation:

System Documentation for DLSE includes codebooks, records layout, user guide, and other related materials.

Disposition: Temporary. Delete/destroy when superseded or 5 years after the system is terminated, whichever is sooner.

hat115-109

NSN 7450-00-634-4064
PREVIOUS EDITION NOT USABLE

STANDARD FORM 115 (REV. 3-91)
Prescribed by NARA
36 CFR 1228