

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-58-09-18	
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 4/8/09	
1 FROM (Agency or establishment) Department of the Treasury		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Internal Revenue Service (IRS)			
3 MINOR SUBDIVISION Small Business/Self Employed			
4 NAME OF PERSON WITH WHOM TO CONFER Tracee M. Taylor	5 TELEPHONE NUMBER (202) 435-6308	DATE 7/6/09	ARCHIVIST OF THE UNITED STATES <i>Adrienne Thomas</i>
6 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 <u>2</u> page(s) are not needed now for the business for 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, <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE 3/31/2009	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> Daniel W. Bennett	TITLE IRS Records Officer National Office, OS-A.RE.SC Washington, DC 20224	
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	RCS 1.15.18 for Records of the Enterprise Computing Center - Detroit Update to RCS: 1.) <u>New Item 57</u>, Child Support Enforcement (CSE) Extract *RCS 1.15.35 for Tax Administration Electronic Systems 1.) Add pointer to Item 57 in RCS 1.15.18. RCS 1.15.35 is a cross-walk of electronic systems to official IRS Records Control Schedules. The records are owned by the SB/SE Government Liaison and Disclosure Data Services and processed by the Enterprise Computing Center – Detroit.		

RCS/18,
Item 57

Background:

The Child Support Enforcement (CSE) Extract is a reimbursable project that provides data from the Information Returns File (IRF) allowing a participating agency to request data for use in Child Support Enforcement which is part of Health and Human Services (HHS).

Description:

All States and Territories run a child support enforcement program, usually in the human services department, department of revenue, or the State Attorney General's Office, often with the assistance of prosecuting attorneys, district attorneys, other law enforcement agencies and officials of family or domestic relations courts. Native American Tribes, as well, can operate culturally appropriate child support programs with Federal funding.

a. Inputs:

Includes 1099 and W-2 data from the Office of Child Support Enforcement.

Disposition: Temporary. Note - The Information Returns File (IRF) is a scheduled record under IRM 1.15.29. Information extracted from the IRF can be deleted/destroyed upon verification or when no longer needed.

b. System Data:

The Child Support Enforcement (CSE) Extract contains individual records from 1099s and Forms W-2. This information is extracted from the Information Returns Master File (IRF)

Disposition: Temporary. Destroy when 5 years old or when no longer needed for operational purposes, whichever is sooner.

c. Outputs:

The Child Support Enforcement (CSE) Extract is provided to state agencies as requested under a reimbursable agreement. The extracted records are transmitted to state enforcement agencies by Secure Data Transfer.

NEW

Disposition: Temporary. Destroy when obsolete, superseded, or no longer needed for business, whichever is later.

d. System Documentation:

System documentation consists of codebooks, records layout, user guides, and other related materials.

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