

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER N1-058-09-36	
1 FROM (Agency or establishment) Department of the Treasury		DATE RECEIVED 6/3/09	
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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10	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 Wage and Investment (W&I), Customer Account Services, Individual Adjustments			
4 NAME OF PERSON WITH WHOM TO CONFER Daniel W. Bennett IRS Records Officer Pamela H. Oakley	5 TELEPHONE 202-435-6337 859-669-7864	DATE 9-2-09	ARCHIVIST OF THE UNITED STATES <i>Adrienne Thomas</i>
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 <u>2</u> page(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, <input type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE 6/3/2009	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> Daniel W. Bennett		TITLE IRS Records Officer National Office, OS A RE 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7 ITEM NO	8 DESCRIPTION OF ITEM OF PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	IRM 1.15.29 Records Control Schedule for Tax Administration – Wage and Investment Records Future Updates: <ul style="list-style-type: none"> • Adds new Item 421 for <i>Earned Income Tax Credit Referral Automation (EITCRA)</i> Item 421 Earned Income Tax Credit Referral Automation (EITCRA) Sub-Items <ul style="list-style-type: none"> • a. Inputs b. Outputs c. Data d. Systems Documentation IRM 1.15.35 Records Control Schedule for Tax Administration - Systems (Electronic) Future Updates: <ul style="list-style-type: none"> • Adds new pointer to Item 421 in RCS 1.15.29 for Earned Income Tax Credit Referral Automation (EITCRA) <p>The records are owned by Wage and Investment (W&I), Customer Account Services (CAS), Individual Adjustments.</p> <p><i>See attached</i></p>		

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JOB NUMBER

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N1-058-09-3/p

Background:

Within IRS, the Earned Income Tax Credit (EITC) is a credit for people who do not earn high incomes. EITC can reduce these qualifying individuals taxes, and result in a refund. In simple terms, workers keep more of what they earn. But, determination of eligibility is complicated, with over 20 separate factors that must be weighed before an individual's eligibility is finally determined. Many software applications support EITC.

Earned Income Tax Credit Referral Automation (EITCRA) is a software application that formats data retrieved from the Integrated Data Retrieval System (IDRS) through linked databases into a flat file (ASCII text file). The formatted file permits end-users to further transfer the data into Microsoft or generic-spreadsheet or database applications for research and other purposes.

EITCRA application interfaces with the IDRS Unisys Database to fulfill its goal in creating a delimited ASCII text file containing Tax Payer Names, Tax Payer Identification Numbers (TIN), Transaction Codes, and a variety of other data resulting from the different Command Codes used to direct the extraction of data from the IDRS. The contents of the outputs are dependent upon the Command Codes and differ with each Command Code used.

Essentially, an End-User builds a text file containing any number of Tax Payer TINs and Command Codes, then logs on to IDRS, and submits the text file to the IDRS database. As the IDRS collects the requested data, the EITCRA application interface is executed to generate a file containing a snapshot of all screens from the IDRS that equate to the requested TIN and a second file containing command code specific field values for each input record. All collected data is submitted to EITCRA as a flat file. EITCRA, in turn, converts the flat file into a delimited ASCII text file. The End-User may convert the ASCII text file into any spreadsheet or database product that accepts delimited ASCII text in order to support their work.

Note: Within the Modernized Information Technology Services (MITS) organization, EITCRA has also been referred to as

- (1) Memphis Automated Examination (MAE) Project,*
- (2) Discretionary Automated Examination (DAE) Project, and*
- (3) Generalized IDRS Interface/ECTRA (GII/EITCRA) System*

IRM 1 15 29,
Item 421

Total Evaluation Performance System

Description:

Earned Income Tax Credit Referral Automation (EITCRA) is a software application that formats data retrieved from the Integrated Data Retrieval System (IDRS) through linked databases into a flat file (ASCII text file). The formatted file permits end-users to further transfer the data into Microsoft or generic-spreadsheet or database applications for research and other purposes.

NEW

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A. Inputs:

Earned Income Tax Credit Referral Automation (EITCRA) includes data extracted from numerous systems and data files using the Integrated Data Retrieval System (IDRS) Inputs are derived from internal IRS systems, as well as outside entries from State, Local, and Federal government sources providing data to the IRS through sharing agreements

Disposition: TEMPORARY Destroy when 3 years old or when no longer needed for operational purposes, whichever is later

B. System Data:

Application data in Earned Income Tax Credit Referral Automation (EITCRA) consists of delimited and flat ASCII text files ASCII text files contain Tax Payer Names, Tax Payer Identification Numbers (TIN), Trans Codes, and a variety of other data resulting from the different Command Codes used to direct the extraction of data from the Integrated Data Retrieval System (IDRS) The application also produces a text file which contains all of the screens retrieved from the Integrated Data Retrieval System (IDRS) during processing each time a file is run through the application

Disposition TEMPORARY Delete/destroy immediately after transfer of data file to a spreadsheet or other database

C. Outputs:

The text files stored in the application data repository are used to populate a variety of spreadsheet and database types Spreadsheets and databases produced as outputs are linked to the application and can provide automatic updates as new information becomes available

Disposition TEMPORARY Cut off when no longer needed to support EITC or other processing/review Destroy/delete 3 years after cutoff

D. System Documentation:

System Documentation for Earned Income Tax Credit Referral Automation (EITCRA) includes, but is not limited to, Program, Technical, Operations & Maintenance and End-User Documentation

Disposition TEMPORARY Delete/destroy when superseded or 5 years after the application is terminated, whichever is sooner