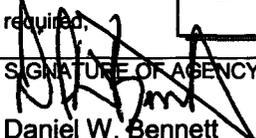


REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		JOB NUMBER <b>N1-058-09- 68</b>	
1. FROM (Agency or establishment) Department of the Treasury		DATE RECEIVED <b>8/12/09</b>	
2. MAJOR SUBDIVISION Internal Revenue Service		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Wage and Investment, Compliance, Filing and Payment, Non-Filer Branch		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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER Daniel W. Bennett, IRS Records Officer Lana M. Fernandez		5. TELEPHONE 202-435-6337 559-454-6609	DATE <b>8/12/09</b> ARCHIVIST OF THE UNITED STATES 
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> 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,  <input type="checkbox"/> is not required, <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <b>8/12/2009</b>	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 GRS OR SUPERSEDED JOB CITATION	10.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)
	<p><b>RCS 1.15.19 for Records Control Schedule for the Enterprise Computing Center – Martinsburg (ECC - MTB)</b></p> <p><b>Future Updates:</b></p> <ul style="list-style-type: none"> <li>• <b>Adds new Item 69 for Information Returns Processing Non Filer System (NONF)</b></li> </ul> <p><b>Item 69 Information Returns Processing Non Filer System (NONF)</b></p> <p><b>Sub-Items</b></p> <ul style="list-style-type: none"> <li>• <b>a. Inputs b. Outputs c. Data d. Systems Documentation</b></li> </ul> <p><b>RCS 1.15.35 Records Control Schedule for Tax Administration – Systems (Electronic)</b></p> <p><b>a.) Add new pointer to Item 69 in RCS 1.15.19</b></p> <p><b>The records are owned by Wage and Investment, Compliance, Filing and Payment, Non-Filer Branch and processed by the Martinsburg Computing Center (ECC-MTB).</b></p> <p><b>See the attached</b></p>		

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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JOB NUMBER

**N1-058-09-**

**Background:**

*The Information Returns Processing Non Filer System (NONF) falls under the Wage and Investment (W&I) division of IRS. Wage and Investment helps a taxpayer understand and comply with applicable tax laws and protects the public interest by applying tax laws with integrity and fairness to all.*

*The Information Returns Processing Non Filer System (NONF) provides system support for implementing and maintaining the Wage and Investment (W&I) and Small Business and Self Employed (SBSE) return delinquency program. To be successful in this endeavor, the system is used to effectively identify individuals not filing a return, implement mandatory tax law changes imposed by Congress, categorize and statistically weight cases based on their social and economic characteristics, and implement the selection process for identifying notice cases based on workload management requirements. The Information Returns Processing Non Filer System (NONF) Project is one of the six major subsystems belonging to Applications Development, Corporate Data Domain, and Information Returns Processing. NONF identifies individuals who have not filed a Form 1040 for a given tax year, determines whether they should have filed, and if so, determines which individuals meet the customer-supplied criteria to receive notices for their failure to file a return.*

**Information Returns Processing Non Filer System (NONF)**

**Description:**

The Information Returns Processing Non Filer System (NONF) provides system support for implementing and maintaining the Wage and Investment (W&I) and Small Business and Self Employed (SBSE) return delinquency program. NONF identifies individuals who have not filed a Form 1040 for a given tax year, determines whether they should have filed, and if so, determines which individuals meet the customer-supplied criteria to receive notices for their failure to file a return.

**A. Inputs:**

Inputs to the Information Returns Processing Non Filer System (NONF) are extracted from the Individual Master File (IMF) and Information Returns Master File (IRMF).

*Disposition: TEMPORARY. Delete/destroy cache file after successful entry and verification into the system.*

**B. System Data:**

The Information Returns Processing Non Filer System (NONF) maintains files containing information about all payees on backup withholding and all payers who have been notified to withhold.

*Disposition: TEMPORARY. Cut off at end of processing year in which case is closed. Delete/destroy 3 years after cutoff or when no longer needed for operational purposes, whichever is later.*

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**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
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**C. Outputs:**

The Information Returns Processing Non Filer System (NONF) generates TC140 Transactions that are posted as entries to the Master File. These entries are posted over a 20 week period during the processing year.

*Disposition: TEMPORARY Delete/destroy batch files after posting to the Master File.*

**D. System Documentation**

System Documentation for the Information Returns Processing Non Filer System (NONF) consists of 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.*

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

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