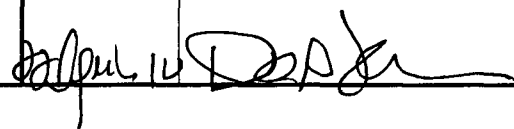
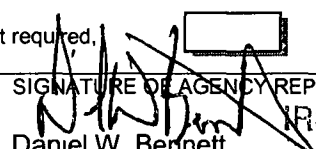


REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
		JOB NUMBER N1-058-09-88	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		DATE RECEIVED 8/28/09	
1 FROM (Agency or establishment) Department of 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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10	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, Campus Compliance Services, Campus Reporting Section, Campus Field Support Branch			
4 NAME OF PERSON WITH WHOM TO CONFER Daniel W. Bennett, IRS Records Officer Melanie L. Neff Cindy M. Stuart		5 TELEPHONE 202-435-6337 316-352-7435 631-447-4862	DATE 
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 8/15/2009	SIGNATURE OF AGENCY REPRESENTATIVE  Daniel W. Bennett		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7 ITEM NO	8 DESCRIPTION OF ITEM OF PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)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>RCS 1.15.28 for Records Control Schedule for Collections</p> <p>Future Updates:</p> <p>Adds new Item 157 for Informant Claims Examination System (ICE-1)</p> <p>Item 157 Informant Claims Examination System (ICE-1) Sub-Items</p> <ul style="list-style-type: none"> a. Inputs b. Outputs c. Data d. Systems Documentation <p>RCS 1.15.35 Records Control Schedule for Tax Administration – Systems (Electronic)</p> <p>a.) Add new pointer to Item 157 in RCS 1.15.28</p> <p>The records are owned by Small Business/Self Employed, Campus Compliance Services, Campus Reporting Section, Campus Field Support Branch.</p> <p>See the attached</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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JOB NUMBER

N1-058-09-

Background:

The IRS Commissioner has a requirement to currently manage, coordinate, and track significant actions and high level inquiries and documents across the IRS Business Units. A COTS product, i-Trak, was procured to fulfill the requirement. The i-Trak system is currently undergoing scheduled version upgrade and modernization to reflect the current business of the IRS Commissioner's Office, and the System will be upgraded to the e-Trak Web-based COTS product in September 2009. With the initial introduction into operational service, the e-Trak Software will include four application modules: Whistleblower, LATIS, GARNISH, and Correspondence. These modules are consolidations that replace existing independent IRS legacy software. The software application module Tax Gap is used to track the IRS Tax Gap Initiative Treasury Strategy Component and the associated Milestones. These actions are needed to be taken to help determine the most effective taxpayer service and enforcement strategies for reducing the tax gap.

On December 20, 2006, Congress made provision for the establishment of a Whistleblower Office within IRS. This office has responsibility for the administration of the informant award program under section 7623 of the Internal Revenue Code. Section 7623 authorizes the payment of awards from the proceeds of amounts the Government collects by reason of the information provided by the claimant. Payment of awards under 7623(a) is made at the discretion of the IRS. To be eligible for an award under Section 7623(b), the amount in dispute (including tax, penalties, interest, additions to tax and additional amounts) must exceed \$2,000,000.00; if the taxpayer is an individual, the individual's gross income must exceed \$200,000.00 for any taxable year at issue.

To apply for a reward, an informant completes Form 211, Application for Reward for Original Information.

Informant Claims - Examination (ICE-1) is a database application that keeps a running record of all opened and closed Informant Claims cases. The ICE cases are stored in the database indefinitely in the event an informant contacts the ICE tax examiner after original paper case file was purged. The database also tracks case disposition including claim approval - denial and amounts paid.

ICE-1 is projected to be migrated over the e-Trak in summer of 2009. Ice Web will no longer be used. As of January 2009, no new data is being input.

Informant Claims Examination (ICE-1)

Description:

Informant Claims - Examination (ICE-1) is a database application that keeps a running record of all opened and closed Informant Claims cases. The ICE cases are stored in the database indefinitely in the event an informant contacts the ICE tax examiner after original paper case file was purged. The database also tracks case disposition including claim approval - denial and amounts paid.

IRM
1 15 28,
Item 157

NEW

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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JOB NUMBER

N1-058-09-

A. Inputs:

Data to the Informant Claims Examination System (ICE-1) is manually inputted from information contained on the IR Form 211 *Application for Reward for Original Information*. Other information relating to the status of the open Informant Case is inputted as the case evolves.

Disposition: TEMPORARY Delete/destroy after successful entry and verification

**Note – End-Users are to refer to RCS 29, Item 372 (IRM 1 15 29) for the disposition and retention instructions for treatment of the original IR Form 211 (NI-058-87-6, Item 372)*

B. System Data:

System data in the Informant Claims Examination System (ICE-1) includes a running record of all opened and closed Informant Claims cases. The ICE cases are stored in the database indefinitely in the event an informant contacts the ICE tax examiner after original paper case file was purged. The database also tracks case disposition including claim approval - denial and amounts paid.

Disposition: TEMPORARY. Cut-off when case is closed. Delete/destroy after 75 years or when no longer needed for operational purposes, whichever is sooner.

C. Outputs:

Outputs of the Informant Claims Examination System (ICE-1) application consist of printouts of materials.

Disposition: TEMPORARY Delete/destroy when no longer needed for operational purposes

D. System Documentation

System Documentation for the Informant Claims Examination System (ICE-1) consists of a Files Plan Layout, Standard System Operating Procedures, User Guidelines, and other related materials.

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

GRS 20/2

GRS 20/6

exception to
GRS 20/11