


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 N1-058-09-106	
1 FROM (Agency or establishment) Department of the Treasury		DATE RECEIVED 9/16/09	
2 MAJOR SUBDIVISION Internal Revenue Service 3 MINOR SUBDIVISION Wage and Investment (W&I), Customer Account Services (CAS), Submissions Processing, E-Submissions Branch/Modernized e-File Section		NOTIFICATION TO AGENCY 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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10	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 Mark S Heinlein Jerrie D Billingsley		5 TELEPHONE 202-435-6337 512-460-8902 512-460-8056	DATE 11 Dec 09
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 9/16/2009	SIGNATURE OF AGENCY REPRESENTATIVE  Daniel W Bennett IRS Records Officer		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7 ITEM NO	8 DESCRIPTION OF ITEM OF PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)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 431 for <i>e-File Reports System (EFILE REPORTS)</i> Item 431 e-File Reports System (EFILE REPORTS) 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 431 in RCS 1.15.29 for e-File Reports System (EFILE REPORTS) The records are owned by Wage and Investment (W&I), Customer Account Services (CAS), Submissions Processing, E-Submissions Branch/Modernized e-File Section. See attached		

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Background:

E-File Reports (EFILE REPORTS) is a web-based application that displays reports collected from IRS electronic and magnetic media filing applications for business and individual returns

The IRS allows taxpayers to file their individual and business tax returns using two main avenues or options as alternatives to paper Using an Electronic Return Originator (ERO) On-Line filing from home or the office Internally, IRS needs an accurate and dependable method of obtaining and tracking this information by topic as well as by date It is vital in the IRS organization to keep management and co-workers informed of the e-file program status. The Reports Page on the ETA Intranet web page is a vital link to accurate and timely e-file information

e-File Reports System (EFILE REPORTS)

Description:

e-File Reports (EFILE REPORTS) is a cooperative subsystem of the Electronic Filing System (ELF-R) ELF-R adheres to the Internal Revenue Manual (IRM) concerning elimination of data and retention periods E-File Reports (E-FILE REPORTS) is a web-based application that displays reports collected from IRS electronic filing applications for business and individual returns E-File Reports is a system that serves as a repository for all IMF electronic filing return management information ELF-R sends its validated data to E-File reports

A. Inputs:

Inputs to the e-File Reports System (EFILE REPORTS) are transmitted from the Electronic Filing System (ELF) Electronic Filing System (ELF) manages Form 1040 tax returns received electronically from transmitters for preparers or individual taxpayers and passes accepted information to Generalized Mainline Framework (GMF) E-File Reports is a system that serves as a repository for all IMF electronic filing return management information ELF-R sends its validated data to E-File reports EFILE REPORTS also receives information transmitted from Electronic Transmitted Documents (ETD) The Electronic Transmitted Documents (ETD) system manages stand alone Forms 56, 2350, 4868 and 9465 forms which are received electronically from transmitters for preparers or individual taxpayers Electronic payments can be submitted with the forms 2350 and 4868 Accepted forms 2350, and 4868 are passed to Generalized Mainline Framework (GMF) with all accepted forms going to Tax Return Data Base (TRDB)

Disposition TEMPORARY Delete/destroy any cached files received from ELF or ETD after successful entry and verification into the system

NEW

IRM
1 15 29,
Item 431

GRS 20

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B. System Data:

The e-Files Reports System (EFILE REPORTS) acts as a pass-through application for electronically filed individual and business tax returns. The tax returns and tax return data are received via other systems and ultimately traverse to ELF-R for processing. EFILE REPORTS does not store data.

Disposition Not applicable

C. Outputs:

Outputs of the e-File Reports System (EFILE REPORTS) include nearly fifty different types of reports that can be accessed by IRS staff. The e-file Reports Page web site is comprised of many menus and links to various e-file reports. Some of the e-file reports that can be retrieved from the e-file Reports Page include, but is not limited to: Daily e-file Status, Weekly e-file Status, Filing by Taxpayer Location, Daily Error Reject Codes, Returns Prepared on IRS Purchased Software (volunteer site reports), Filing Season Progress Reports, Fed/State Filings, Forms Volumes Reports (accessible by different form number), 1040 Volume by File Site, Volume By Submission Processing Center, and Volume By State.

Disposition TEMPORARY. Cut-off at end of processing year. Delete/Destroy 1 year after cutoff or when no longer needed for operational purposes.

Exception to GRS 20

D. System Documentation:

System Documentation for the e-Files Reports System (EFILE REPORTS) includes, but is not limited to, Program Plan, Data Dictionaries, Operations & Maintenance and End-User Documentation.

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

Exception to GRS 20-11