| REQUEST FOR RECORDS DISPOSITION AUTHORITY<br>*(See Instructions on reverse)* | LEAVE BLANK (NARA use only)<br>JOB NUMBER<br>**N1-058-09- 112** |
|---|---|
| TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML)<br>8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001 | DATE RECEIVED<br>9/16/09 |
| 1 FROM (Agency or establishment)<br>Department of the Treasury | NOTIFICATION TO AGENCY |
| 2 MAJOR SUBDIVISION<br>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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10 |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<br>Modernization Information Technology Services, Enterprise Support Services/IBM Tier 2, Automation Section | |
| 4 NAME OF PERSON WITH WHOM TO CONFER / 5 TELEPHONE<br>Daniel W Bennett, IRS Records Officer — 202-435-6337<br>Cathy A Raney — 304-264-7433<br>Pieter H Francke — 304-264-7637 | DATE<br>14 Jan 10<br>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 2 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,

[redacted] is not required, [redacted] is attached, or [redacted] has been requested

| DATE | SIGNATURE OF AGENCY REPRESENTATIVE | TITLE |
|---|---|---|
| 9/16/2009 | Daniel W Bennett<br>IRS Records Officer | IRS Records Officer<br>National Office, OS A RE SC<br>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| 7 ITEM NO | 8 DESCRIPTION OF ITEM OF PROPOSED DISPOSITION | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN (NARA USE ONLY) |
|---|---|---|---|
| | **RCS 1.15.18 for Records Control Schedule for the Enterprise Computing Center – Detroit (DCC)**<br><br>**Future Updates:**<br><br>• **Adds new Item 70 for the *Technical Information Exchange System (TIES)***<br><br>**Item 70 Technical Information Exchange System (TIES) Sub-Items**<br>• **a. Inputs b. Outputs c. Data d. Systems Documentation**<br><br>**RCS 1.15.35 Records Control Schedule for Tax Administration – Systems (Electronic)**<br><br>**a.) Add new pointer to Item 70 in RCS 1.15.18**<br><br>**The records are owned by Modernization Information Technology Services, Enterprise Support Services/IBM Tier 2, Automation Section and processed by the Detroit Computing Center (DCC).**<br><br>***See the attached*** | | |

**Background:**

*Within MITS, the Internal Management Domain includes Enterprise-wide administrative systems related to workforce support (time reporting and payroll), human capital (performance evaluation, position management, staffing, and personnel actions), administrative and custodial accounting (including financial reporting, the financial statements and associated audit), budget, strategic planning and performance measurement, procurement, facilities, and training The TIES System is organized within this Domain*

*Technical Information Exchange System (TIES) is a data repository containing solutions and remedies to a variety of Mainframe-related Information Technology technical problems and issues In the past, TIES has also functioned as a repository for Problems Reports/Service Tickets that request for a resolution to the IT problem The information and contents of TIES enhanced technical information sharing among the MITS computer operators, system administrators, and computer system analysts at Enterprise Computing Center at Detroit (ECC-DET)*

*Between 2005 and 2006, the TIES System was replaced by the InfoNotes System and the ITAMS System, however, TIES was not retired due to the value of its historical data and contents of its database The historical information related to IRS Mainframe computers that TIES maintains continues to be relevant to current day-to-day operations and maintenance activities in MITS. Since 2006, TIES data and reports have been available in a read-only mode This mode permits individuals with access to TIES the ability to view the existing data in the system via a variety of generated Reports These reports include information about Projects, Groups, Subjects, Assigned Sites, Date Range, and Age Additionally, Management Reports are available for all problem report tickets open and/or closed during each work shift at the ECCs Information updates have not occurred to TIES since 2006*

*Information Technology Assets Management System (ITAMS) replaces the Integrated Network and Integrated Network and Operations Management System (INOMS) in maintaining the complete inventory of IT and non-IT assets, computer hardware and software It is also the reporting tool for problem management with all IRS developed applications, and shares information with the Enterprise Service Desk (ESD) This is an OMB reported Financial Management System*

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|---|---|---|
| IRM<br>1 15 18,<br>Item 70 | **Technical Information Exchange System (TIES)**<br><br>**Description:**<br><br>Technical Information Exchange System (TIES) is a retired data repository containing solutions and remedies to a variety of Mainframe-related Information Technology technical problems and issues In the past, TIES functioned as a repository for Problems Reports/Service Tickets that request for a resolution to an Information Technology (IT) problem The information and contents of TIES enhances technical information sharing among the MITS computer operators, system administrators, and computer system analysts at Enterprise Computing Center at Detroit (ECC-DET) TIES is read-only and no longer accepts input data<br><br>**A. System Data:**<br><br>Data in the Technical Information Exchange System (TIES) contains solutions and remedies to a variety of Mainframe-related Information Technology technical problems and issues<br><br>*Disposition TEMPORARY Cut-off at end of Fiscal Year 2009. Delete/destroy 5 years after cutoff (October 1, 2014) or when no longer needed for operational purposes, whichever is sooner.*<br><br>**B. Outputs:**<br><br>Outputs from the Technical Information Exchange System (TIES) include a variety of read-only reports These reports include information about Projects, Groups, Subjects, Assigned Sites, Date Range, and Age of Problem<br><br>*Disposition TEMPORARY Delete/destroy when no longer needed for operational purposes*<br><br>**C. System Documentation**<br><br>System Documentation for the Technical Information Exchange System (TIES) consists of codebooks, records layout, and other related materials<br><br>*Disposition: TEMPORARY Delete/destroy 5 years after the system is terminated* | NEW<br><br>GRS 20<br><br>Exception to GRS 20.11 | |