REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML)
8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001

1 FROM (Agency or establishment) Department of the Treasury

2 MAJOR SUBDIVISION Internal Revenue Service

3 MINOR SUBDIVISION
Chief Financial Officer (CFO), Office of the Deputy CFO,
Revenue Financial Mgmt, Revenue Accounting, Revenue
Systems and Analysis

4 NAME OF PERSON WITH WHOM TO CONFER 5 TELEPHONE
Daniel W. Bennett, IRS Records Officer 202-435-6337
Jeffrey Robinson 202-435-5565
Darren J. Hersey 978-474-5795

DATE RECEIVED 9/16/09
NOTIFICATION TO AGENCY

In accordance with the provisions of 44 USC 3303a the
disposition request, including amendments, is approved except
for items that may be marked "disposition not approval" or
"withdrawn" in column 10

5 AGENCY CERTIFICATION
I hereby certify that I am authorized to act for the 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.

is not required □ is attached, or □ has been requested

DATE 9/16/09
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7 ITEM NO 8 DESCRIPTION OF ITEM OF PROPOSED DISPOSITION 9 GRS OR SUPERSEDED JOB CITATION 10 ACTION TAKEN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 1.15.16 Records Control Schedule for Finance
– Chief Financial Officer Records

Future Updates:

• Adds new Item 18 Chief Financial Officer ARDI Management System (CAMS)

Item 18 Chief Financial Officer ARDI Management System (CAMS)
Sub-Items
• a. Inputs b. Outputs c. Data d. Systems Documentation

IRM 1.15.35 Records Control Schedule for Tax Administration - Systems (Electronic)

Future Updates:

• Adds new pointer to Item 18 in RCS 1.15.16 for Chief Financial Officer ARDI Management System (CAMS)

The records are owned by Chief Financial Officer (CFO),
Office of the Deputy CFO, Revenue Financial Mgmt,
Revenue Accounting, Revenue Systems and Analysis Section.

See attached
Background:

Chief Financial Officer ARDI Management System (CAMS) provides the data necessary to run the Business Performance Management System (BPMS) application and houses the data and scripts which quickly summarize up to date pre-aggregated output for data analysis through various macros. Additionally, the Over $10 Million Dollar data files are placed on CAMS which are used to perform monthly updates to the Unpaid Assets (UA) database. The annual GAO sample and all supporting data files are placed on CAMS to perform the IRS Financial Audit.

Chief Financial Officer ARDI Management System (CAMS) Description:

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A. Inputs:

Inputs to the Chief Financial Officer ARDI Management System (CAMS) are transmitted from the IRS Individual Master Files (IMF) and Business Master Files (BMF).

Disposition TEMPORARY Delete/destroy any cached files received from IMF or BMF after successful entry and verification into the system.

NEW

B. System Data:

The Chief Financial Officer ARDI Management System (CAMS) stores summary tax data and transcripts used in the Annual IRS Financial Audit and Business Performance Reviews.

Disposition TEMPORARY. Cut-off at end of Fiscal Year in which the data was audited. Delete/destroy 10 years following cutoff or when no longer needed for financial, audit, or operational purposes, whichever is sooner.

C. Outputs:

Outputs of the Chief Financial Officer ARDI Management System (CAMS) are generated by an analytical tool that presents spreadsheets used in Financial Audits and Performance Measurement.
Disposition TEMPORARY Cut-off at end of Fiscal Year in which the data was audited. Delete/destroy 10 years following cutoff or when no longer needed for financial, audit, or operational purposes, whichever is sooner.

D. System Documentation:

System Documentation for the Chief Financial Officer ARDI Management System (CAMS) includes, but is not limited to, Program Plan, Code Layouts, 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.