REQUEST FOR RECORDS DISPOSITION AUTHORITY *(See Instructions on reverse)*	LEAVE BLANK (NARA use only)
	JOB NUMBER **N1-058-11-** 20
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001	DATE RECEIVED 6/28/11
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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10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 Wage and Investment, Paper Processing Branch, IMF Code and Edit/ERS Section	
4 NAME OF PERSON WITH WHOM TO CONFER Daniel W Bennett, IRS Records Officer Diane Scarantino — 5 TELEPHONE 301-821-6495 202-283-0813	DATE 8/1/2012 — 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; [ ] is attached, or [ ] has been requested

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
June 22, 2011	Daniel W Bennett	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7 ITEM NO	8 DESCRIPTION OF ITEM OF PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	RCS 1.15.19 for Records Control Schedule for the Enterprise Computing Center – Martinsburg (ECC - MTB) **Future Updates:** • **Adds new Item 89 for *Chapter Three Withholding (CTW) Database*** **Item 89 Chapter Three Withholding (CTW) Database** **Sub-Items** • **a. Inputs b. Outputs c. Data d System Documentation** **RCS 1.15.35 Records Control Schedule for Tax Administration – Systems (Electronic)** **a) Add new pointer to Item 89 in RCS 19** **The records are owned by Wage and Investment, Paper Processing Branch, IMF Code and Edit/ERS Section and processed by the Martinsburg Computing Center (ECC-MTB).** ***See the attached***		

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)	SAVE BLANK (NARA use only) JOB NUMBER N1-058-11-

Background.

The Chapter Three Withholding (CTW) Database processes Forms 1042-S (Foreign Person's U S Source Income Subject to Withholding) and Form 1042-T, Annual Summary and Transmittal of Form 1042-S Forms are submitted on paper or transmitted electronically to the FIRE system at the Enterprise Computing Center (ECC) Martinsburg Paper 1042-S and 1042-T forms are sent to the Ogden campus They are processing as transcribed at the Ogden Campus Both paper and electronic data are perfected at the Ogden Campus Valid and perfected 1042-T and 1042-S data are transmitted to ECC-Martinsburg for posting to the IRP and Payer Master Files At the end of CTW processing, all CTW data is extracted to a CTW research table This research table is used to produce the Organization for Economic Cooperation and Development (OECD) files Those files are written to CDs, which are mailed to foreign governments Data from this research table is shared with Statistics of Income

The purpose of this system is to correct Form 1042-T and 1042-S records that have failed validity, consistency checks, or math error computations through the Chapter Three Withholding database The Chapter Three Withholding Database is an on-line correction process in a real-time environment The Chapter Three Withholding (CTW) Database will display both paper and electronically filed returns that have not passed validity, consistency checks, or math error computations Input Correction correct errors on the CTW app server and are then saved to the database

Chapter Three Withholding (CTW) Database

Description:

RCS 19, Item 89

The Chapter Three Withholding (CTW) Database is an application that captures tax information related to foreign individuals and entities (e g foreign partnerships, corporations, etc) The tax withholdings are reported on various tax international returns prepared by or for those foreigners or foreign entities, and then submitted to the IRS

NEW

A. Inputs:

Inputs to the Chapter Three Withholding (CTW) Database are manual corrections or are electronically derived from UNPOST_T_DATA_FILE from PMF, PAPER_T_DATA_FILE from ISRP, PAPER_S_DATA_FILE from ISRP, ELECTRONIC_T_DATA_FILE from FIRE (Filing Info Returns Electronically), and ELECTRONIC_S_DATA_FILE from FIRE

GRS 20 2

Electronic Batch Files

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

REQUEST FOR RECORDS DISPOSITION AUTHORITY *(See Instructions on reverse)*	LEAVE BLANK (NARA use only) JOB NUMBER **N1-058-11-**

B. Outputs

The Chapter Three Withholding ((CTW) Database is used to correct information and resolve errors on tax withholding issues Outputs are corrections to various transactions, matching, data, and reporting systems and applications

GRS 20.5

Disposition Not Applicable No additional copies of the output data files are maintained

C. System Data

The Chapter Three Withholding (CTW) Database is designed to correct Form 1042-T and 1042-S records that have failed validity, consistency checks, or math error computations through the Chapter Three Withholding (CTW) Database

1 Unresolved electronic 1042-S information records

Disposition TEMPORARY Move to the 1042-S "Junk" Table Destroy electronic data on, or after, January 15 of the year after processing

GRS 24.1

2 Backup Tapes of resolved and corrected 1042-S information records

Disposition TEMPORARY Destroy 6 years after year of processing

E System Documentation:

System Documentation for the Chapter Three Withholding (CTW) Database consists of codebooks, records layout, User Guide, and other related materials

exception to GRS 20.1

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