

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)		
		JOB NUMBER N1-58-12-9		
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NWML) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		DATE RECEIVED 2/13/12		
1 FROM (Agency or establishment) Department of the Treasury		NOTIFICATION TO AGENCY		
2 MAJOR SUBDIVISION Internal Revenue Service (IRS)		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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10		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 Privacy, Governmental Liaison and Disclosure (PGLD)				
4 NAME OF PERSON WITH WHOM TO CONFER Tracee Taylor (Records Office) Dorothy D'Antoni (PGLD)		5 TELEPHONE 202-435-6308 202-622-5633	DATE 11/5/12	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 <u>1</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 checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested				
DATE 2/8/2012	SIGNATURE OF AGENCY REPRESENTATIVE Daniel W. Bennett		TITLE IRS Records Officer National Office, OS A RE RIM 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7 ITEM NO	8 DESCRIPTION OF ITEM OF PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)	
1	<p>IRM 1.15.8 Records Control Schedule for Administrative and Organizational Records</p> <p>New Item 59, Privacy Impact Assessment (PIA) Case Files</p> <p>The IRS conducts privacy impact assessments (PIA) on information systems, Web sites and other automated systems that collect personally identifiable information. The purpose is to document integration of privacy protections into the development of these systems at each stage of its life cycle. The PIA process provides a means to assure compliance with applicable laws and regulations governing taxpayer and employee privacy. The PIA process also assures IRS use of the information for the purpose intended, that the information remains timely and accurate, and that IRS holds the information only for as long as we need it. PIA case files include the PIA submission, approval memorandum, or any Chief Counsel ruling.</p> <p>Disposition: Temporary</p> <p>(a) Recordkeeping copy (electronic) Delete/Destroy after 2 subsequent approved PIA submissions are received or 5 years after the related system is terminated, whichever is sooner. Two approved PIAs</p>	NEW		

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must be retained

(b) All other copies Delete/Destroy all other copies after creation and verification of recordkeeping copy