

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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TO: **GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

JOB NO.  
**N1-58-87-6**

DATE RECEIVED  
**5-27-87**

1. FROM (Agency or establishment)  
**Treasury Department**

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION  
**Internal Revenue Service**

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

3. MINOR SUBDIVISION  
**Facilities and Information Management Support Division**

4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE EXT.

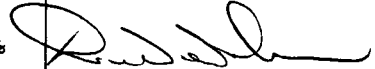
DATE

ARCHIVIST OF THE UNITED STATES

**Marcella Weston**

**535-9874**

**3/2/88**



6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 6 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE <b>5/29/87</b>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Susan E. Bahama</i>	D. TITLE <b>Chief, Records Administration Section</b>
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	The records covered by this request (Records Control Schedule 206 - Service Centers) are created or maintained in Internal Revenue Service Centers in carrying out their functions pertaining to revenue collection and accounting; processing, analysis and disposition of tax returns, tax information documents and related records; mailing of tax forms, transcription of statistical information, and preparation of special reports.		
<u>RCS 206</u>			
8	Language clarified.	N1-58-80-6	Item 8
15	New item added for "Cooperative Effort Inactive Pay Reports".	New	
20	New Sub-Item (6) added for Service Center Collection Branch, Quality Review Record, Form 8509, Part 2.	N1-58-85-10	New
38	Sub-Item (2)(a) Provision added to retire to Federal Records Center 4 years after end of processing year.	N1-58-85-10	New
48	Sub-Item (1) Provision to retire to the Federal Records Center is added.	N1-58-85-10	New
	Sub-Item (2) Disposition changed to destroy 6 years after the end of the processing year. Language clarified.	N1-58-85-10	Item 48

*Copies sent to Agency  
NCF  
NNA*

*3/7/88*