

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO N1-58-91-6	DATE RECEIVED 6-19-91
1 FROM <i>(Agency or establishment)</i> DEPARTMENT OF THE TREASURY		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION INTERNAL REVENUE SERVICE		In accordance with the provisions of 44 USC 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disposal request, including amendments, is approved except for items that may be marked 'disposition not approved' or 'withdrawn' in column 10.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 & INFORMATION MANAGEMENT SUPPORT DIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER ANTHONY B. CINCOTTA <i>ABC</i>	5 TELEPHONE EXT (202) 535-9874	DATE 4/27/93	ARCHIVIST OF THE UNITED STATES <i>James D. Moore</i>
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 2 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 6/5/91	C SIGNATURE OF AGENCY REPRESENTATIVE <i>Beverly St. Robinson</i>	D TITLE <i>Acting</i> CHIEF, RECORDS ADMINISTRATION
-------------------------	---	--

7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN <i>(NARS USE ONLY)</i>
	<p>RECORDS CONTROL SCHEDULE 206 FOR SERVICE CENTERS</p> <p>The records covered by this Schedule are created or maintained in Internal Revenue Service Centers in carrying out their functions pertaining to revenue collecting 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.</p> <p>The attached description of records pertains to the Annual Employer's Return for Employee's Pension or Profit-Sharing Plans.</p>		

122. Annual Employer's Return for Employee's Pension or Profit-Sharing Plans, including all related schedules, documents, correspondence and exhibits, filed by the employer who maintains a plan or plans for his employees or for himself. The EPMF processing year is July 1 to June 30. (Job No. N1-58-87-6, Item 122)

(1) Form 5500EZ (Annual Return of One Participant Pension Benefit Plan).

(a) Pre-1990, Non-Select.
(Numbered and posted to the EPMF).
1 DESTROY immediately.

(b) Years 1990 and following, Non-Select.
1 DESTROY after the determination is made that the return does not meet the mandatory processing requirements.

~~(2) All Other Form 5500 series returns and related documents.~~

~~(a) RETIRE to Federal Records Center 1 year after end of processing year.~~

~~(b) DESTROY 6 years after end of processing year.~~

(3) EPMF Microfiche (Working Copy), 1977, filed in Film Accession Number (FAN) sequence.. (Job No. N1-58-82-9, Item 122)

(a) DESTROY 3 years after retirement to the Federal Records Center.

(b) RETIRE to the Federal Records Center July, 1982.

(4) EPMF Microfiche (Working Copy), 1978, filed in Box Identifier Number (BIN) sequence. (Job No. N1-58-82-9, Item 122)

(a) DESTROY 3 years after retirement to Federal Records Center.

(b) RETIRE to Federal Records Center July, 1983.

NOTE: All 1977 and 1978 Returns and Master Copies of Microfiche were retired to the Dayton Federal Records Center after being processed by the IRS Data Center.