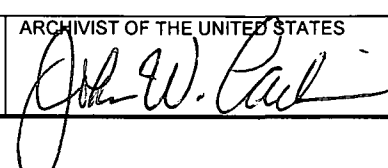



REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)		
		JOB NUMBER <i>NI-058-99-6</i>		
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED <i>9/28/99</i>		
1. FROM (Agency or establishment) Department of Treasury		NOTIFICATION TO AGENCY 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request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10.		
2. MAJOR SUBDIVISION Internal Revenue Service (IRS)				
3. MINOR SUBDIVISION Chief Operations Office, Service Center Operations				
4. NAME OF PERSON WITH WHOM TO CONFER Peggy Fitzpatrick, Service Center Operations Adria A. Lipka, IRS Records Officer		5. TELEPHONE (202) 283-0379 (202)283-9359	DATE <i>1-19-00</i>	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> 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,				
<input checked="" type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.				
DATE Sept. 21, 1999	SIGNATURE OF AGENCY REPRESENTATIVE  Adria A. Lipka		TITLE IRS Records Officer National Office, M:S:RE:FS 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 GRS OR SUPERSEDED JOB CITATION	10.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	Records Control Schedule 22 – Service Center Operations (formerly 206) This Request for Disposition authority is intended to amend Item No. 64 , of schedule 22, <i>Collection Statute Expiration Date (CSED) Extension Extracts</i> to include and cover a new sub-item for the Files Reference System. These records are maintained by the Service Centers. When printed this item will appear in RCS 22, Item 64, sub-item (B).			

cc: Agency, DWM, DWCT

SERVICE CENTER OPERATIONS

Item No.	Series Description	Authorized Disposition	NARA Job No.
64	<u>COLLECTION STATUTE EXPIRATION DATE (CSED) EXTENSION EXTRACTS</u>		
	<p>The Revenue Reconciliation Act, effective November 5, 1990, extended the collection status of limitations from six (6) to ten (10) years after assessment. Each year, a master file extract generates requests for specific BMF (Business Master File) and IMF (Individual Master File) tax returns with open balance accounts for control DLNs (Document Locator Number) only, which are scheduled to be destroyed January 16th of the following year. These returns are removed from the original accession and are retired using this item.</p>		
	A. CSED EXTRACTS		N1-58-94-3
	<p><i>(These are the original BMF or IMF Tax Returns, as filed, in paper. Paper copies of electronic returns generated from optical disk may be included as the record copy for those BMF or IMF Returns that were filed/received electronically by the IRS.)</i></p>	<p>RETIRE immediately to the FRC. DESTROY on or after January 16th ten (10) years after the end of the processing year.</p>	
	B. FILES REFERENCE LIST – SYSTEM		
	<p>A listing of DLNs secured for CSED extract by list year via an Extract Request to Master File (MF). This request generates a tape, which is sent to the Service Center(s) for processing.</p>		
	1. Paper Listing	<p>CUTOFF annually. DESTROY when 4 years 6 months old.</p>	NEW
	2. System Tape – Tape generated by CSED Request, which lists pertinent DLNs.	<p>DESTROY/RECYCLE 180 days after production.</p>	NEW
	3. Charge-Out Run Tape (This is a tape generated by the System tape)	<p>DESTROY/RECYCLE 180 days after production.</p>	NEW