

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	
NC1 58 78 7	
DATE RECEIVED	
1 MAY 1978	
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
5-4-78	<i>James E. O'Neill</i>
Date	acting Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Treasury Department

2. MAJOR SUBDIVISION
Internal Revenue Service

3. MINOR SUBDIVISION
Facilities Management Division A:FM:I

4. NAME OF PERSON WITH WHOM TO CONFER
Joseph Tarantino

5. TEL EXT
376-0594

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 4-25-78	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Ross H. Thomson</i>	E. TITLE Program Manager, Records Mgmt. Program
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	These records covered by RCS 116, 204 ^{** 212} and 206 are created and accumulated in the National Office, District Offices and Service Centers.		
* 1	DESTROY Problem Resolution Correspondence (Form 5543) DISPOSE one year after the end of the year case is closed.		
* 2	DESTROY Problem Resolution statistical Records (Form 6016) DISPOSE after two years.		
	* Pen and ink change made in accordance with telephone conversation with FRS records management, April 28, 1978. EFB		
	* * Made in accordance with telephone conversation with FRS records management, July 24, 1978. EFB		

116-107
sent to agency - all FRC's, NICW, NNF - 5/8/78