

3 Mar 82 14

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC1-58-82-4
DATE RECEIVED	March 4, 1982
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	4/23/82
Archivist of the United States	<i>Dorinda Wang</i>

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

1. FROM (AGENCY OR ESTABLISHMENT)
U.S. Department of Treasury

2. MAJOR SUBDIVISION
Internal Revenue Service

3. MINOR SUBDIVISION
Facilities Management Division

4. NAME OF PERSON WITH WHOM TO CONFER
Raymond A. O'Brien

5. TEL EXT
376-0593

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 3-2-82	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>James T. Ashman</i>	E. TITLE Manager, Records Management Program
-------------------	---	---

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Records Control Schedule 105 for Inspection - National Office <i>Year 11-20-82</i> <u>Electronic Equipment Fiscal Inventory Report</u> submitted to Attorney General and fiscal, or quarterly report summarizing the results of interceptions to the Deputy Attorney General. a.) DESTROY when 10 years old.	NC 1-58-76-13	
2.	<u>Annual Audit Plans and Visitation Reports</u> including related papers and correspondence a.) DESTROY 3 years after end of fiscal year concerned.	NN 162-37	
3.	<u>Project files</u> dealing with the establishment of technical internal audit programs and Internal Revenue Manual instructions. a.) DESTROY 3 years after end of the fiscal year concerned.	NN 162-37	

115-107 Mass Data Change Sheet will be forwarded with printed change, 4-20-82
Closed out: 4-29-82: *KFD*
Approved copy sent by TLU to D O'Brien 4-27-82