INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-058-82-12

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Superseded by DAA 0058 2016 0004

Date Reported: 11/27/2019
REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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

4. NAME OF PERSON WITH WHOM TO CONFER:
Marcella Weston

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

☐ Request for immediate disposal.

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

C. DATE
9/9/82

D. SIGNATURE OF AGENCY REPRESENTATIVE
Program Manager
Records and Reports Management Program

E. TITLE
9/9/82

7. ITEM NO.

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)
Pending revision of Records Control Schedule 203 NC1-58-80-10 for Employee Plans and Exempt Organizations (Regional and District Offices), request immediate authority to dispose of EP/EO paper records immediately after microfilming and verification. Disposition will be as follows:

(1) Retain microfilm/microfiche records in accordance with existing Records Control Schedule for paper records.

(2) Destroy paper records immediately after microfilming and microfilm verification.

9. SAMPLE OR JOB NO.
NC1-58-82-12

10. ACTION TAKEN

12. ITEM

COPY TO AGENCY

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101 11.4