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)
   Department of the Treasury
   Internal Revenue Service
   Facilities Management Division

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
   Nancy R. Gloss

5. TELEPHONE EXT.
   535-4213

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.

7. DATE
   7-16-85

8. SIGNATURE OF AGENCY REPRESENTATIVE
   [Signature]

9. ITEM NO.
   1

10. DESCRIPTION OF ITEM
   (With Inclusive Dates or Retention Periods)

   This request covers records created and maintained by the Regional Commissioners, Assistant Regional Commissioners (Resources Management) and the Centralized Services function in IRS District Offices - Records Control Schedule 212.

   1. Records of Taxpayer Delinquency Investigations (TDI's) and Returns Compliance Program (RCF) Leads.
      Closed TDI's and RCP leads with copies of history, "back-up" reports and TDI Supplement sheets. Copies of transfer documents, courtesy investigations, correspondence and related data accumulated during the processing of a TDI or RCP lead.
      (No longer accumulating)
      (a) Retire to Federal Records Center immediately.
      (b) Destroy after 3 years.

   2. Records of Taxpayer Delinquency Accounts (TDA's).
      Closed TDA's (excluding currently not collectible accounts reported on Form 53) with copies of Revenue Officer's "back-up" reports; copies of transfer documents, where applicable; correspondence, financial statements and related data accumulated during the processing and collection of a TDA; or equivalent records used to document the history of payments made in satisfying TDA's; request for deferment of income taxes because of military service, with related correspondence.
      (No longer accumulating)
      (a) Retire to Federal Records Center immediately.
      (b) Destroy after 3 years.

   9. GRMC OR SUPERSEDED JOB CITATION
   10. ACTION TAKEN (NARS USE ONLY)

   NC1-58-83-5,
   Item 22
   Item 53
   NC1-58-83-5,
   Item 23
   Item 54
<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</th>
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<tbody>
<tr>
<td>3.</td>
<td>Records of Currently Not Collectible Taxpayer Accounts. Case files on accounts that have been reported as currently not collectible. (1) Forms 53 other than those identified for mandatory follow-up: (no longer accumulating) (a) Retire to the Federal Records Center immediately. (b) Destroy after 3 years. (2) Forms 53 - Mandatory Follow-up: (no longer accumulating) (a) Retire to the Federal Records Center immediately. (b) Destroy after 3 years.</td>
<td>NC 58-83-5, Item 24. IRM 1(15)59, 2(12), RCS 212, Item 55</td>
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