

## Request for Records Disposition Authority

Records Schedule Number DAA-0056-2018-0012

Schedule Status Approved

Agency or Establishment Department of the Treasury

Record Group / Scheduling Group General Records of the Department of the Treasury

Records Schedule applies to Major Subdivision

Major Subdivision Treasury Inspector General for Tax Administration (TIGTA)

Schedule Subject Routine Litigation Case Files

Internal agency concurrences will be provided No

Background Information The Treasury Inspector General for Tax Administration (TIGTA) was established In January 1999 In accordance With the Internal Revenue Service Restructuring and Reform Act of 1998 (RRA 98) to provide Independent oversight of Internal Revenue Service (IRS) activities TIGTA's focus IS entirely on tax administration Issues TIGTA conducts and supervises Independent and objective audits and Investigations relating to IRS programs and operations TIGTA Informs the Secretary of Treasury and the Congress of problems and the progress made In resolving them.

TIGTA Office of Chief Counsel also maintains records of litigation involving novel legal issues, recurring litigants, or other criteria considered to be "significant". Those records are scheduled for permanent retention under N1-056-01-008, Item 5 (Significant Litigation Files).

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

### GAO Approval

## Outline of Records Schedule Items for DAA-0056-2018-0012

Sequence Number	
1	<b>Routine Litigation Case Files</b> Disposition Authority Number: DAA-0056-2018-0012-0001

## Records Schedule Items

Sequence Number	
1	<p><b>Routine Litigation Case Files</b></p> <p>Disposition Authority Number      <b>DAA-0056-2018-0012-0001</b></p> <p>Consist of a record of pleadings, correspondence, memoranda, studies, appraisals, decisions and related documents for administrative and judicial proceedings. These records include administrative claims that may result in litigation and litigation support records.</p> <p>Final Disposition      <b>Temporary</b></p> <p>Item Status      <b>Active</b></p> <p>Is this item media neutral?      <b>Yes</b></p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      <b>No</b></p> <p>GRS or Superseded Authority Citation      <b>N1-056-01-008 / 6</b></p> <p><b>Disposition Instruction</b></p> <p>Cutoff Instruction      <b>Cutoff files at end of the fiscal year during which the litigation ended.</b></p> <p>Retention Period      <b>Destroy 7 year(s) after Cutoff</b></p> <p><b>Additional Information</b></p> <p>GAO Approval      <b>Not Required</b></p>

## 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

## Signatory Information

Date	Action	By	Title	Organization
01/31/2020	Certify	Katelyn Foreman	Records and Information Management Specialist	Departmental Offices - Office of Privacy, Transparency and Records
02/05/2020	Return for Revision	Esther Hidalgo	Archivist	National Archives and Records Administration - ACR1 AC Appraisal Team 1
02/26/2020	Submit For Certification	Gladys Thompson	Records Officer	Department of Treasury - Treasury Inspector General for Tax Administration
04/09/2020	Certify	Katelyn Foreman	Records and Information Management Specialist	Departmental Offices - Office of Privacy, Transparency and Records
09/24/2020	Submit for Concurrence	Esther Hidalgo	Archivist	National Archives and Records Administration - ACR1 AC Appraisal Team 1
10/06/2020	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/07/2020	Concur	Laurence Brewer	Chief Records Officer	National Records and Archives Administration - National Records and Archives Administration
10/08/2020	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist