

REQUEST FOR RECORDS DISPOSAL AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NC 1 - 56-77-1	
DATE RECEIVED OCT 21 1976	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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	Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of the Treasury

2. MAJOR SUBDIVISION
Office of the Secretary

3. MINOR SUBDIVISION
Office of Tax Policy

4. NAME OF PERSON WITH WHOM TO CONFER
Miss Sarah J. Allen

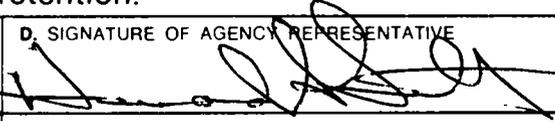
5. TEL EXT
964-5091

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 5 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 10/15/76	D. SIGNATURE OF AGENCY REPRESENTATIVE 	E. TITLE Acting Assistant Director (Paperwork Management)
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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
1.	<p>This schedule covers records created in the process of formulating and implementing domestic and international tax policies and programs, the handling of requests from Congress and other Government agencies concerning tax matters, and the conduct of studies for tax structure simplification and improvement, and, recommendations for revenue legislation.</p> <p><u>SUPERSESSION</u>: Comprehensive schedule No. 1 of the Tax Advisory Staff (12-12-52).</p> <p>Program and policy subject files created as a result of advising the Secretary and Deputy Secretary in the formulation and execution of domestic and international tax policies and programs.</p> <p>DISPOSITION: PERMANENT: Break files annually; hold 30 years. Offer directly to NARS. Review every 5 years ending in "0" and "5."</p>		WITHDRAWN

Withdrawn - 8/31/77

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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
2.	<p>Studies, analyses, or reports prepared jointly with or at the request of Congressional committees comprising comments and views on proposed tax programs or tax legislation.</p> <p>DISPOSITION: PERMANENT: Transfer to inactive file one year after completion. Hold 5 years, transfer to WNRC. Offer to NARS 25 years from date of creation.</p>		WITHDRAWN
3.	<p>Economic studies consisting of statistical and analytical data assembled for use in the formulation of tax programs which study the effects of alternative programs or measures in light of current economic and budgetary requirements.</p> <p>DISPOSITION: PERMANENT: Break file annually; hold 5 years; transfer to WNRC. Offer to NARS 25 years from date of creation.</p>		WITHDRAWN
4.	<p>Surveys generated in the study of economic behavior, characteristics of consumers, or other economic phenomena.</p> <p>DISPOSITION: PERMANENT: Transfer to WNRC 5 years from date of creation. Offer to NARS 25 years from date of creation.</p>		WITHDRAWN
5.	<p>Inter-Governmental relationships on economic problems relating to taxation generated in responding to the President, House and Senate Finance Committees, individual Members of Congress, or other Government agencies.</p> <p>DISPOSITION: PERMANENT: Break files annually; hold 5 years; transfer to WNRC. Offer to NARS 25 years from date of creation.</p>		WITHDRAWN
6.	<p>Documentation on Federal-State-local relationships pertaining to tax matters.</p> <p>DISPOSITION: Break files annually; hold 5 years and destroy on site.</p>		WITHDRAWN

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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
7.	<p>International relationships on tax matters and the negotiation, in participation with the Department of State, of international tax treaties or agreements; to include position papers on reciprocal administrative cooperation in the areas of trade, investment, and personal tax treatment.</p> <p>DISPOSITION: PERMANENT: Transfer to WNRC 5 years after ratification of negotiations. Offer to NARS 25 years from date of creation.</p> <p>NOTE: Reference set may be retained as NON-record material.</p>		WITHDRAWN
8.	<p>Legislative history files - case files on the formulation of tax legislation for submission to the Congress through final passage, to include copies of draft bills as introduced, reports thereon, and correspondence with sponsors or other interested parties.</p> <p>DISPOSITION: PERMANENT: Break files at end of each Congress; hold 4 years; transfer to WNRC. Offer to NARS 25 years from date of creation.</p>		WITHDRAWN
9.	<p>Legislative subject files consisting of proposed legislation which has not reached bill status, background materials, reports or comments thereon.</p> <p>DISPOSITION: Break file end of each Congress; treat as reference file. Review every 2 years to eliminate obsolete material.</p>		WITHDRAWN
10.	<p>Treasury Decisions rendered on rules and regulations concerning tax legislation, consisting of recommendations from the Congress, the public, outside advisors or advisory commissions, or other sources.</p> <p>DISPOSITION: PERMANENT: Break files annually; hold 5 years. Select a sampling of each category for archival purposes in each 5 year period. Transfer to WNRC. Offer the selected sampling of each category to NARS 25 years from date of creation.</p>		WITHDRAWN

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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
15.	<p>Staff studies generated in monitoring operations of the Asset Depreciation Range System. Included would be reports from the Internal Revenue Service, and information solicited from taxpayers on experience in using, repairing, and replacing depreciable plant and equipment and in realizing salvage volume on depreciated assets.</p> <p>DISPOSITION: Transfer to WNRC 2 years after completion of survey; hold 3 years; destroy.</p>		WITHDRAWN