

Request for Records Disposition Authority

Records Schedule Number **DAA-0058-2015-0007**
Schedule Status **Approved**

Agency or Establishment **Internal Revenue Service**
Record Group / Scheduling Group **Records of the Internal Revenue Service**
Records Schedule applies to **Major Subdivision**
Major Subdivision **Tax Administration**
Minor Subdivision **Examination**
Schedule Subject **Federal, State, Local Referrals not Covered by an Agreement**
Internal agency concurrences will be provided **No**

Background Information **Federal, state, and local agencies send referrals and information items to IRS that may indicate a violation of the Internal Revenue Code. These items are evaluated by the Business Operating Divisions to determine if further investigation or action is warranted.**

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0058-2015-0007

Sequence Number

1

Federal, State, Local Information Referrals not Covered by an Agreement Disposition Authority Number: DAA-0058-2015-0007-0001
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Records Schedule Items

Sequence Number		
1	<p>Federal, State, Local Information Referrals not Covered by an Agreement</p> <p>Disposition Authority Number DAA-0058-2015-0007-0001</p> <p>Referrals or information items received from federal, state, local governments. These items are those in which no further action is taken. If an investigation is warranted, the records are covered under the respective function's Record Control System and retained accordingly.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p>	
	Manual Citation	Manual Title
	RCS 23, Item TBD	Records Control Schedule for Tax Administration-Examintation
	<p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at the end of the fiscal year in which it was received.</p> <p>Retention Period Destroy 3 year(s) after cutoff</p> <p>Additional Information</p> <p>GAO Approval Not Required</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
09/12/2015	Certify	Tracee Taylor	Senior Records Analyst	Real Estate and Facilities Management - Records and Information Management Program
09/18/2015	Return for Revision	Rania Mahmoud	Appraisal Archivist	National Archives and Records Administration - Records Management Services
10/22/2015	Submit For Certification	Stephanie Welch	Senior Records Analyst	Logistics - Office of records and information management
10/23/2015	Certify	Tracee Taylor	Senior Records Analyst	Real Estate and Facilities Management - Records and Information Management Program
02/11/2016	Submit for Concurrence	Rania Mahmoud	Appraisal Archivist	National Archives and Records Administration - Records Management Services
02/12/2016	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
02/12/2016	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
02/17/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist