

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
		JOB NUMBER <b>NI-058-09-12</b>	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NW/ML) 8601 ADELPHI ROAD, COLLEGE PARK, MD 20740-6001		DATE RECEIVED <b>3/30/09</b>	
1 FROM (Agency or establishment) Department of the Treasury		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION Internal Revenue Service		In accordance with the provisions of 44 U S C 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approval" or "withdrawn" in column 10	
3 MINOR SUBDIVISION Small Business/Self Employed (SB/SE)			
4 NAME OF PERSON WITH WHOM TO CONFER Daniel W. Bennett	5 TELEPHONE 202-283-9359	DATE <b>8-25-09</b>	ARCHIVIST OF THE UNITED STATES <i>Adrienne Shomer</i>
5 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 on the attached <u>2</u> pages(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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,  <input type="checkbox"/> is not required, <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE <b>3/24/2009</b>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Daniel W. Bennett</i> Daniel W. Bennett		TITLE IRS Records Officer National Office, OS-A RE SC Washington, DC 20224
7 ITEM NO	8 DESCRIPTION OF ITEM OF PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	<p><b>RCS 1.15.19 for Records of the Enterprise Computing Center – Martinsburg (ECC - MTB)</b></p> <p><b>Updates to RCS:</b></p> <p><b>1.) Add new Combined Annual Wage Reporting (CAWR) System, New Item 51</b></p> <p><b>RCS 1.15.35 for Tax Administration Electronic Systems</b></p> <p><b>a.) Add new pointer to Item 51 in RCS 1.15.19</b></p> <p><b>The records are owned by the SB/SE Government Liaison and Disclosure Data Services and processed by the Martinsburg Computing Center (ECC-MTB).</b></p> <p><i>See the attached</i></p>		

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**Background:**

*The Combined Annual Wage Reporting (CAWR) falls under the division of Small Business/Self-Employed (SB/SE). CAWR ensures that employers accurately report annual wage data on IR Forms in the 940 series to IRS and Form W-3 to Social Security Administration (SSA). When there is a discrepancy between the two forms, a case is created and worked within the SB/SE campuses. The CAWR system consists of five Tier 1 sub-projects maintained by National Office Modernization and Information Technology Services (MITS) and one Tier 2 system maintained by Ogden Development Center MITS. CAWR runs on both the Tier 1 IBM platform and on the Tier 2 Sun platform. The Tier 1 processing is known as Combined Annual Wage Reporting Mainframe (CAWR MAINFRAME). The Tier 2 processing is known as the Combined Annual Wage Reporting Automation Program (CAP).*

NEW

RCS 19,  
Item 51  
1.15.19

and

IRM  
1.15.35

**Combined Annual Wage Reporting (CAWR) System**

**Description:**

Combined Annual Wage Reporting (CAWR) ensures that employers accurately report annual wage data on IR Forms in the 940 series to IRS and Form W-3 to Social Security Administration (SSA). When there is a discrepancy between the two forms, a case is created and worked within the SB/SE campuses. The Combined Annual Wage Reporting Automation Program (CAP system) houses the CAWR cases for a three year period, it allows notice/letter generation and user updates, monitors cases for responses/no responses etc., and creates reports.

**A. Inputs:**

CAWRS inputs include IR Forms 941, 943, 944, 945, 1040 Sch H, 1041 Sch H, 1099R, and 6209, and SSA Forms W-3, W-2, and W-2C.

*Disposition: TEMPORARY. Cut off at the end of the processing year. Destroy 10 years after cutoff.*

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**B. System Data:**

The CAP data is an accumulation of the Forms W-3, W-2, and W-2C, provided by the Social Security Administration, information forms W-2G/1099R provided by the IRS and IR tax forms 941, 943, 944, 945 1040 Sch H, 1041 Sch H also provided by the IRS.

*Disposition: TEMPORARY. Cut off at the end of the processing year. Destroy 10 years after cutoff.*

**C. Outputs:**

CAWR outputs include weekly and daily reports, allowing user updates.

*Disposition: TEMPORARY. Cut off at the end of the processing year. Destroy when obsolete, or no longer needed.*

**D. System Documentation:**

System Documentation for CAWR includes codebooks, records layout, user guide, and other related materials.

*Disposition: Temporary. Delete/destroy when superseded or 5 years after the system is terminated, whichever is sooner.*

GRS 20