REQUEST FOR RECORDS DISPOSITION AUTHORITY	JOB NUMBER N1-58-09- 22
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001	Date received 4/8/09

1 FROM (Agency or establishment) Department of the Treasury	NOTIFICATION TO AGENCY
2 MAJOR SUBDIVISION Internal Revenue Service (IRS)	
3 MINOR SUBDIVISION Small Business/Self Employed	

4 NAME OF PERSON WITH WHOM TO CONFER Tracee M. Taylor	5 TELEPHONE NUMBER (202) 435-6308	DATE 7/21/09	ARCHIVIST OF THE UNITED STATES Adrienne Thomas

6 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 ___2__ page(s) are not needed now for the business for 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,

☒ is not required   ☐ is attached; or   ☐ has been requested.

DATE 3\31\2009	SIGNATURE OF AGENCY REPRESENTATIVE Daniel W. Bennett	TITLE IRS Records Officer National Office, OS:A:RE:SC Washington, DC 20224

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	RCS 1.15.18 for Records of the Enterprise Computing Center - Detroit **Update to RCS:** **1.) New Item 54, Federal – State Business Master File (BMF) Extract** ***RCS 1.15.35 for Tax Administration Electronic Systems** **1.) Add pointer to Item 54 in RCS 1.15.18** **RCS 1.15.35 is a cross-walk of electronic systems to official IRS Records Control Schedules.** **The records are owned by the SB/SE Compliance and Analytics Research Branch and processed by the Enterprise Computing Center – Detroit.**		

| RCS/18, Item 54 | **Background:** *The BMF Extract contains data from Forms 941, 1041, 1065, 1120, 1120S, 706 and 709. The information on the Business Returns Transaction Files (BRTF) Extract is obtained from the tax return as originally processed (which would reflect math error corrections) and is not updated to include amended returns or subsequent adjustments. Therefore, discrepancies may exist between information on this extract and other sources, including other IRS Master Files.*

Description:

Federal-State Business Master File Extract (Fed-St BMF EXT) is an annual extract from the BMF to create a file of taxpayers whose return posted between cycle 40 of the previous processing year and cycle 39 of the current processing year. The BMF contains basic personal income tax information. The extracted data is processed by ECC-DET to provide the states with various files in different sort order. The states use the data for compliance purposes.

a.   **Inputs:**

The BMF–Extract includes IRS taxpayer data received electronically from the Business Master File. The data in the source system is created and maintained by that system.

Disposition: Temporary. Note - The Business Master File (BMF) is a scheduled record under IRM 1.15.29. Information extracted from the BMF can be deleted/destroyed upon verification or when no longer needed.

b.   **System Data:**

The BMF contains basic business income tax information. The extracted data is processed at ECC–DET to provide the states with various files in different sort order. The states use the data for compliance purposes.

Disposition: Temporary. Destroy when 3 years old or when no longer needed for operational purposes, whichever is sooner. | NEW | | |

c.   Outputs:

15 systems receive data from this application. They are: Business Master File Statistics of Income Extracts, Business Return Transaction Data Store, Census 941-943 Extract, Census Annual Economic Data Extract, Census QFR Data Extract, Compliance Data Environment, Electronic Fraud Detection System, Enforcement Revenue Information System, Exempt Organizations Extracts, Federal Unemployment Tax Act Tier 1, Federal-State BRFT Extract, Management Information System Reports, Midwest Automated Compliance System, and NASS BMF-IMF-ELF Extract.

Disposition: Temporary. Destroy when obsolete, superseded, or no longer needed for business, whichever is later.

d.   System Documentation:

System documentation consists of codebooks, records layout, user guides, and other related materials.

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