					LEAVE BLANK (NA	RA use only)				
REQU		CORDS DISPOSITION Instructions on reverse)		JOB NUME	BER <b>N1-58-1</b>	2-15				
		and RECORDS ADMINIS COLLEGE PARK, MD 20		DATE REC	SEIVED 5/2	112				
	gency or establisite ment of the		······································		NOTIFICATION TO	AGENCY				
	SUBDIVISION al Revenue	Service (IRS)			nce with the provisions of 4 request, including amendri					
3 MINOR S CFO	BUBDIVISION			for items th	nat may be marked "disposi " in column 10					
Stepha Lynette	anie Welch Lindy	WHOM TO CONFER	5 TELEPHONE (703)565-3120	DATE	12 ARCHIVIST OF THE UN					
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>1</u> page(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,										
	X is no	ot required	IS attached, or	has been requested						
DATE 5 16	2012	Daniel W Benhett	KREPRESENTATIVE			s Officer fice, OS A RE L RIM 1, DC 20224				
7 ITEM NO	8 DE	SCRIPTION OF ITEM OF P		l	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)				
	Processin Updates:	ecords Control Sch g tem 145 Trace ID F								

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REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		JOB NUMBER <b>N1-58-12-</b>		
45	Trace ID Reconciliation Reports	NEW		
	Trace ID number is used to identify each Depor Ticket/Debit Voucher and its corresponding payments It is used as a tracking mechanism reconciliation report is used to alert the service CFO, and SP HQ of any imbalances between IDs and any processing problems within the se- center The report lists all Trace IDs received a accounting period DISPOSITION: TEMPORARY. Cut off at the the FY. Retire to Federal Records Center aff months of on-site storage. Delete/Destroy of 3 months after the FY in which the report w prepared or period covered by the account.	The center, Trace for an end of ter 18 6 years as		
15-109	NSN 7450-00-634-4064		STANDARD FORM 115 (REV 3 Prescribed by N	