

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

**TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
Treasury Department

2. MAJOR SUBDIVISION
Internal Revenue Service

3. MINOR SUBDIVISION
Information Systems Branch - Facilities Management
Division

4. NAME OF PERSON WITH WHOM TO CONFER
F. Dunn

5. TEL. EXT.
184-6711

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED MAR 1 1976	JOB NO. NC1 - 58-76-7
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 "with-drawn" in column 10.	
Date	Archivist of the United States

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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

2-25-76 Ross Thomson
(Date) (Signature of Agency Representative)

Program Manager, Records
Management Program
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>This is an interim request to dispose of certain records created and accumulated in the National Computer Center, pending submission and approval of Records Control Schedule 117 (to be issued) covering all activities.</p> <p>1. <u>Tape Data Control Sheets (TDCS)</u>. Data giving accounting information on weekly tape input files. (1) DISPOSE after 3 months.</p> <p>2. <u>Console Typeouts</u>. Audit trails of computer processing and documentation of certain jobs. (1) DISPOSE 2 years after end of processing year.</p> <p>3. <u>Program Assembly Listing</u>. Assembled programs, data run instructions and operations making up a program; also gives relative locations of instructions. (1) DISPOSE after 2 years.</p> <p>4. <u>Program Modifications and Problem Files</u>. Narrative of programming problems and listings of computer program patches. (1) DISPOSE after 2 years.</p>		

Copy to Agency 6-28-76