

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED MAY 12 1976	JOB NO.
NC1-58-76-11	
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.	
7-9-76 Date	<i>James B. Rhoads</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Treasury - Internal Revenue Service

2. MAJOR SUBDIVISION
Facilities Management Division

3. MINOR SUBDIVISION
Information Systems Branch

4. NAME OF PERSON WITH WHOM TO CONFER
Virginia Cooper

5. TEL. EXT.
964-6711

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

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

5-6-76 *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
37.	<p>This is a new item to be added to Records Control Schedule 212, covering records created and accumulated in Regional and District IRS offices.</p> <p><u>Daily Transaction Listings.</u></p> <p>(1) Reports such as Daily Ledger Transaction Listings (S10 and S11) and Daily Advance Transaction Listing (S-40).</p> <p>(a) DISPOSE when data in listings is consolidated and reported in Monthly General Ledger and the advance Master File History Listing.</p> <p>(2) Reports such as Daily Special Obligation and Expenditure Transaction (S19), Daily Obligation Transaction Listing (S20) and Daily Expenditure Transaction Listing (S21).</p> <p>(a) DISPOSE when information is available on computer tape.</p>		

Copy to Agency & All Federal Records Centers 7-9-76 00