

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	
<i>NCL-58-84-12</i>	
DATE RECEIVED	
<i>4-24-84</i>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>5-8-84</i> Date	<i>Rodney Wang</i> Archivist of the United States

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
Treasury Department

2. MAJOR SUBDIVISION
Internal Revenue Service

3. MINOR SUBDIVISION
Facilities Management Division

4. NAME OF PERSON WITH WHOM TO CONFER <i>Marcella Weston</i>	5. TEL EXT <i>566-9711</i>
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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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

- A Request for immediate disposal.
- B Request for disposal after a specified period of time or request for permanent retention.

C. DATE <i>4/11/84</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Lynnda L. Mulvaney</i>	E. TITLE Section Chief, Records and Reports Management
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
16.	<p>These records are covered by Records Control Schedule 203, Employee Plans/Exempt Organizations - Regional and District Offices. They pertain to the Office of the Assistant Regional Commissioner (Examination) in the regional office, the Employee Plans and Exempt Organizations Divisions in all key district offices and in subordinate field offices.</p> <p align="center">EP/EO PROGRAM RECORDS</p> <p>Employee Plans Examination Reports and Files. Copies of employee plans examination reports, change and no change, along with related workpapers, ruling letters and technical advice on all cases involving examination of annual returns, as well as those reports relating to penalties and interest covered under Chapter 43 of the 1954 Internal Revenue Code.</p> <p>(1) Regular and Large Case Examinations - EP Specialist Report(s) File.</p> <p>(a) Paper records (not microfilmed)</p> <p>1 DESTROY after subsequent examination report is received.</p>	<p>NCL-58-77-10 (Item 8)</p> <p>NCL-58-82-12</p>	

MASS DATA CHANGE SHEET ATTACHED

All ERCS & Agency sent 5-29-84 by DMW.

6 items

Request for Records Disposition Authority - Continuation		JOB NO	PAGE OF 2 2
7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
16. cont'd.	<p>(b) Microform</p> <p>1 DESTROY hard copy immediately after microfilming and film verification.</p> <p>2 DESTROY microform after subsequent examination report is received.</p> <p>(2) Fraud Case Examinations.</p> <p>(a) Paper records (not microfilmed)</p> <p>1 DESTROY 2 years after final disposition of case.</p> <p>(b) Microform</p> <p>1 DESTROY hard copy immediately after microfilming and film verification.</p> <p>2 DESTROY microform 2 years after final disposition of case.</p>		