

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-058-05-008

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

This one item schedule was superseded by N1-058-10-014 / 1

Date Reported: 2/21/2024

N1-058-05-008

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-058-05-8</i>	
NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>7/18/05</i>	
1. FROM (Agency or establishment) Department of the Treasury		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION Internal Revenue Service			
3. MINOR SUBDIVISION Agency-Wide Shared Services Credit Card Services (CCS)			
4. NAME OF PERSON WITH WHOM TO CONFER Wayne T. De Cesar/Karen C. Young	5. TELEPHONE NUMBER 301-837-3166/716-961-5503	DATE <i>12/7/05</i>	ARCHIVIST OF THE UNITED STATES <i>Allen Warrick</i>
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 <u>12</u> 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, <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>6/29/05</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>		TITLE IRS Records Officer
EM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
IRM 1.15.20, Item 13	Records Control Schedule for Administration/ Organization Support Operational Records. IRM 1.15.20, Item 13 Credit Card Program Account Maintenance Change Forms The records consist of electronic templates that are filled in by cardholders and which reflect a number of changes (address, cancellation, limit, etc.) requested by the cardholder. The series include, but are not limited to, those listed on the attached sheets. Information is retrieved by cardholder name and is stored on a shared directory on a Kansas City server. The records are stored quarterly by fiscal year. <u>Disposition:</u> Temporary. Cut off at the end of each fiscal year. Delete three years from cut off date.		
<i>cc Agency DR NARA MWMW</i>			