

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>N1-058-96-7</i>	
1 FROM (Agency or establishment) Department of the Treasury		DATE RECEIVED <i>11/14/96</i>	
2 MAJOR SUBDIVISION Internal Revenue Service		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Facilities Systems Management Office M:S:RE:FS		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
4. NAME OF PERSON WITH WHOM TO CONFER Helen A. Seibert Records Management Team	5 TELEPHONE 202- 535-3936	DATE <i>2-7-97</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</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 ___ 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, <input type="checkbox"/> is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.		
DATE <i>11/6/96</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Lobbie DeCarmin</i>	TITLE IRS Records Officer

7 ITEM NO.	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	The records cited on the attached were accumulated by the IRS Historian from various internal agency sources including IRS field offices	N1-058-96-7	

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>1. PHOTOGRAPHIC PRINTS AND NEGATIVES (1862-Present).</p> <p>A. Black-and-white and color portrait prints and negatives of senior IRS officials including, but not limited to, the Commissioner, Deputy Commissioner, Chief Counsel, Assistant Commissioners, District Directors, and Service Center Directors. Volume on hand as of 1995: ca. 700 Images, 1862-1995, or 3 cubic feet</p> <p>B. Black-and-white and color prints and negatives of important IRS events and functions that document the mission of the agency. They include, but are not limited to, swearing-in ceremonies, press conferences, executive conferences, speeches, visits of political and foreign officials, visits to field offices, facilities and resource development processes, and tax forms processing. Volume on hand: ca. 2,000 Images, 1930-85, or 8 cubic feet</p> <p>PERMANENT. Upon approval of this schedule, transfer all prints and negatives in the Historian's Office to NARA.</p> <p>2. SLIDES AND FILMSTRIPS (1960-Present).</p> <p>A. Slides and filmstrips of important IRS events and functions that document the mission of the agency. They include, but are not limited to, swearing-in ceremonies, press conferences, executive conferences, speeches, visits of political and foreign officials, visits to field offices, facilities and resource development processes, and tax forms processing.</p> <p>PERMANENT. Upon approval of this schedule, transfer to NARA all slides and filmstrips in the Historian's Office, along with accompanying audio recordings and/or scripts.</p> <p>3. GRAPHIC ARTS WORK.</p> <p>A. Silk screen processed and other graphic art works which are not duplicated in photographic form. Includes portraits of senior IRS officials, including but not limited to, the Commissioner, Deputy Commissioner, Chief Counsel, Assistant Commissioners, District Directors, and Service Center Directors, and depictions of IRS activities.</p> <p>PERMANENT. Upon approval of this schedule, transfer to NARA all graphic art works in the Historian's Office.</p>		

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	<p>4. POSTERS.</p> <p>A. Posters that document the agency's mission and are created by IRS or under an IRS contract.</p> <p>PERMANENT. Upon approval of this schedule, transfer to NARA, posters in the Historian's Office</p> <p>5. PRINTS, NEGATIVES, SLIDES, FILMSTRIPS, GRAPHIC ARTS WORK, AND POSTERS NOT COVERED IN 1, 2, 3, or 4 ABOVE.</p> <p>A. Black-and-white and color prints, negatives, slides, filmstrips, photo-mechanical portraits and posters of lower-level IRS employees and routine award ceremonies, retirement ceremonies, social events, campaigns common to most Government agencies (e.g., CFC or Savings Bonds campaigns), and other activities.</p> <p>DESTROY when no longer needed.</p> <p>NOTE: Permission to transfer all audiovisual records in the Historian's Office to NARA is granted, provided that NARA is permitted to exercise archival judgment in applying disposal authority granted under item 5A, without further consultation with IRS.</p>		