

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0058-2024-0007

Status: APPROVED
Date Approved: 01/22/2025

General Information

Agency or Establishment	Internal Revenue Service
Record/Scheduling Group	0058 - Records of the Internal Revenue Service
Records Schedule Applies To	Agency Subdivision
Major Subdivision	Criminal Investigation
Schedule Subject	Informant Information
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

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Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 1

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0058-2024-0007

Item #	Title	Disposition
0001	Informant Files.	Temporary

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Records Schedule Items

DAA-0058-2024-0007-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Informant Files.	
Item Description	Informant files include paid and non-paid informants, and other sources of informant information (regardless if information provided leads to an investigation). The informant control file may consist of, but is not limited to, assigned informant number; fingerprints; photos; criminal history; CI referral and informant identity forms; the subject matter of information obtained; and the disposition of the contacting agent and specific record of information received.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	RCS 30, Item 51.	
Manual Title	Document 12990, Records Control Schedule (RCS) 30 Criminal Investigation.	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	There is no cutoff instruction	
Retention Period	Other: Destroy 10 years from the date of informant deactivation.	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

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Signatory Information

Action	User	Date
Approve	Colleen Shogan	01/22/2025