
A. SYSTEM DESCRIPTION

1. Enter the full name and acronym for the system, project, application and/or database. INFORMATION RETURNS PROCESSING PAPER DOCUMENTS, IRPPD

2. Is this a new system? No

2a. If **no**, is there a PIA for this system? Yes

If **yes**, enter the full name, acronym, PIA ID Number and milestone of the most recent PIA.

INFORMATION RETURNS PROCESSING PAPER DOCUMENTS, IRPPD pia # 328

Next, enter the **date** of the most recent PIA. 4/1/2013

Indicate which of the following changes occurred to require this update (check all that apply).

- No Addition of PII
- No Conversions
- No Anonymous to Non-Anonymous
- No Significant System Management Changes
- No Significant Merging with Another System
- No New Access by IRS employees or Members of the Public
- No Addition of Commercial Data / Sources
- No New Interagency Use
- No Internal Flow or Collection

Were there other system changes not listed above? Yes

If yes, explain what changes were made. Changes were made to deploy all requested validation and form field changes for tax years as documented in the Work Request Management System (WRMS).

3. Check the current ELC (Enterprise Life Cycle) Milestones (select all that apply)

- No Vision & Strategy/Milestone 0
- No Project Initiation/Milestone 1
- No Domain Architecture/Milestone 2
- No Preliminary Design/Milestone 3
- No Detailed Design/Milestone 4A
- Yes System Development/Milestone 4B
- No System Deployment/Milestone 5
- No Operations & Maintenance (i.e., system is currently operational)

4. Is this a Federal Information Security Management Act (FISMA) reportable system? No

A.1 General Business Purpose

5. What is the general business purpose of this system? Provide a clear, concise description of the system, application or database, the reason for the system, and the benefits to the IRS to use the information, and how the information will be used.

The IRPPD programs are subprograms of the Generalized Mainline Framework (GMF) system that validates return information. If errors or inconsistencies are found for the K-1 returns (1041, 1065, and 1120), the error records (returns) are passed to the Error Resolution System (ERS) for correction. ERS returns the corrected records to the IRPPD programs. IRPPD then returns the validated records to GMF, which sends them to the Information Return Master File (IRMF). If errors or inconsistencies are found for the 1096s, 1097s, 1098s 1099s, 3921s, 3922s, 5498s, and W2-Gs, the error records (returns) are put on paper registers for manual correction on paper registers which are transcribed and retransmitted to IRPPD for correction. Once perfected, this data is also posted to the IRMF.

B. PII DETAIL

6. Does the system use, collect, receive, display, store, maintain, or disseminate IR Code 6103 taxpayer information; or any type of Sensitive but Unclassified (SBU) or Personally Identifiable Information (PII)? Yes

6a. If **yes**, does the system use, collect, receive, display, store, maintain, or disseminate Social Security Numbers (SSN s) or tax identification numbers (i.e. last 4 digits, etc.)? Yes

If **yes**, check who the SSN (or tax identification number) is collected on.

Yes On Primary No On Spouse No On Dependent

If **yes**, check all types SSN s (or tax identification numbers) that apply to this system:

Yes Social Security Number (SSN)
Yes Employer Identification Number (EIN)
Yes Individual Taxpayer Identification Number (ITIN)
No Taxpayer Identification Number for Pending U.S. Adoptions (ATIN)
No Practitioner Tax Identification Number (PTIN)

Describe the planned mitigation strategy and forecasted implementation date to mitigate or eliminate the use of SSN s (or tax identification numbers).

There is not plan to remove the Social Security Number (SSN) from the third party information return series required by law to be filed with Service on copy A of all information return series form types and subject to civil penalty under Section 6721. The SSN is the account number utilized to compare the income with the individual's tax return to administer the mission of the Service. Redacting the account number being used reported to the Service filing to enable the Service to help taxpayers meet fair share of tax responsibilities is contrary to our mission.

6b. Does this system contain other (non-SSN) PII that it uses, collects, receives, displays, stores, maintains, or disseminates? (i.e. Names, addresses, etc.) Yes

If **yes**, specify the information.

<u>Selected</u>	<u>PII Element</u>	<u>On Primary</u>	<u>On Spouse</u>	<u>On Dependent</u>
Yes	Name	Yes	No	No
Yes	Mailing address	No	No	No
No	Phone Numbers	No	No	No

No	E-mail Address	No	No	No
No	Date of Birth	No	No	No
No	Place of Birth	No	No	No
No	SEID	No	No	No
No	Mother's Maiden Name	No	No	No
No	Protection Personal Identification Numbers (IP PIN)	No	No	No
No	Internet Protocol Address (IP Address)	No	No	No
No	Criminal History	No	No	No
No	Medical Information	No	No	No
No	Certificate or License Numbers	No	No	No
Yes	Vehicle Identifiers	No	No	No
No	Passport Number	No	No	No
No	Alien (A-) Number	No	No	No
Yes	Financial Account Numbers	No	No	No
No	Photographic Identifiers	No	No	No
No	Biometric Identifiers	No	No	No
No	Employment (HR) Information	No	No	No
Yes	Tax Account Information	Yes	No	No

6c. Does this system contain SBU information that is not PII, it uses, collects, receives, displays, stores, maintains, or disseminates? No

6d. Are there other types of SBU/PII used in the system? No

6e. Cite the authority for collecting SBU/PII (including SSN if relevant)

- No PII for federal tax administration is generally Internal Revenue Code Sections 6001, 6011, 6012e(a)
- Yes SSN for tax returns and return information is Internal Revenue Code Section 6109
- No SSN for personnel administration (IRS Employees) is 5 USC & Executive Order 9397
- No PII for personnel administration is 5 USC
- No PII about individuals for Bank Secrecy Act compliance 31 USC
- No Information by CI for certain money laundering cases may be 18 USC

6f. Has the authority been verified with the system owner? Yes

B.1 BUSINESS NEEDS AND ACCURACY

7. Explain the detailed business needs and uses for the SBU/PII, and how the SBU/PII is limited only to that which is relevant and necessary to meet the mission requirements of the system. If SSNs (or tax identification numbers) are used, explicitly explain why use of SSNs meets this criteria. Be specific.

PII is collected via tax returns and adjustments. IRPPD Document Specific subprograms provide validation and consistency tests all series 1096s, 1097s, 1098s, 1099s, 3921s, 3922s, 5498s, W2-Gs and K-1 returns within the Generalized Mainline Framework (GMF) system. PII data such as TIN's and Names are captured from information return filings on the Modernized Electronic Filing (MEF), Service Center Recognition Image Processing System (SCRIPS) and Integrated

Submission and Remittance Processing (ISRP) systems and then passed forward for processing on IRPPD, capturing such taxpayer data for compliance purposes and use in tax administration by the Service.

8. How is the SBU/PII verified for accuracy, timeliness, and completeness? Explain how steps are taken to ensure that all information maintained by the system that is used by IRS to make any adverse determination about an individual's rights, benefits, and/or privileges is maintained with such accuracy, relevance, timeliness, and completeness as is reasonably necessary to assure fairness to the individual in the determination

Accuracy: Data is passed from the input record through IRPPD which is part of GMF. Various validation procedures are used to compare the validity of the data captured. Discrepancies will be directed to the error correction process. Completeness: If there are missing items once this data is processed through all of the validations, the GMF unit along with the other units in the service center (Accounting, etc.) will take the necessary steps to research and complete the needed information, including contacting the taxpayer, if necessary. The validations are performed with IRPPD, as well as GMF. Timeliness: Transaction dates and captured late filing dates are part of the record information. The transaction date will determine the sequence of the taxpayer records passed to the posting function.

C. PRIVACY ACT AND SYSTEM OF RECORDS

9. Are 10 or more records containing SBU/PII maintained, stored, and/or transmitted by or through this system? Yes

9a. If **yes**, are records in the system retrieved by any personal identifier (e.g., name, SSN, Photograph, IP Address) for an individual? Yes

If **yes**, is there a System of Records Notice(s) or SORNs that addresses the PII records in this system? Yes

If **yes**, enter the SORN number(s) and the complete the name of the SORN.

SORNS Number SORNS Name

Treas/IRS 24.046 BMF

Treas/IRS 24.030 IMF

If **yes**, does the System of Records Notice(s) (SORN) published in the Federal Register adequately describe the records as required by the Privacy Act? Yes

D. RESPONSIBLE PARTIES

10. Identify the individuals for the following system roles. # Redacted Information For Official Use Only

E. INCOMING PII INTERFACES

11. Does the system receive SBU/PII from other system or agencies? Yes

11a. If **yes**, does the system receive SBU/PII from IRS files and databases? Yes

If **yes**, enter the files and databases.

<u>System Name</u>	<u>Current PIA?</u>	<u>PIA Approval Date</u>	<u>SA & A?</u>	<u>Authorization Date</u>
Integrated Submission Remittance Processing (ISRP)	Yes	04/09/2015	Yes	08/06/2014
Modernized eFile	Yes	02/23/2016	Yes	01/07/2015
Service Center Recognition Image Processing System (SCRIPS)	Yes	01/30/2015	Yes	06/17/2013

11b. Does the system receive SBU/PII from other federal agency or agencies? No

11c. Does the system receive SBU/PII from State or local agency (-ies)? No

11d. Does the system receive SBU/PII from other sources? No

11e. Does the system receive SBU/PII from **Taxpayer** forms? No

11f. Does the system receive SBU/PII from **Employee** forms (such as the I-9)? No

F. PII SENT TO EXTERNAL ORGANIZATIONS

12. Does this system disseminate SBU/PII? Yes

12a. Does this system disseminate SBU/PII to other IRS Systems? Yes

If **yes**, identify the full name and acronym of the IRS system(s) that receive SBU/PII from this system.

<u>System Name</u>	<u>Current PIA?</u>	<u>PIA Approval Date</u>	<u>SA & A?</u>	<u>Authorization Date</u>
Generalized Mainline Framework (GMF)	Yes	01/08/2015	No	

Identify the authority and for what purpose? Authorities: Title 26 USC (Internal Revenue Code) National Institute of Standards and Technology Special Publication 800-122 Natl. Inst. Stand. Technol. Spec. Publ. 800-122, 59 pages (Apr. 2010).. purpose - Tax Administration and Taxpayer Service support IRS employees working active tax cases within each business function across the entire IRS. allowing IRS employees to take specific actions on taxpayer account issues, track status and post transaction updates back to the Master Files. Purpose: Each data item is required for the business purpose of the system. GMF serves as the pipeline that improves accuracy and consistency of data from a variety of IRS internal applications/systems as input sources. Tax returns, remittances, information returns, and adjustment and update transactions are controlled, validated, corrected, and passed on for posting to the Master File.

12b. Does this system disseminate SBU/PII to other Federal agencies? No

12c. Does this system disseminate SBU/PII to State and local agencies? No

12d. Does this system disseminate SBU/PII to IRS or Treasury contractors? No

12e. Does this system disseminate SBU/PII to other Sources? No

G. PRIVACY SENSITIVE TECHNOLOGY

13. Does this system use social media channels? No
14. Does this system use privacy-sensitive technologies such as mobile, cloud, global position system (GPS), biometrics, RFID, etc.? No
15. Does the system use cloud computing? No
16. Does this system/application interact with the public? No

H. INDIVIDUAL NOTICE AND CONSENT

17. Was/is notice provided to the individual prior to collection of information? Yes

17a. If **yes**, how is notice provided? Was the individual notified about the authority to collect the information, whether such is mandatory or voluntary, the purpose for which the information will be used, with whom the information may be shared, and the effects, if any, if they decide not to provide any of the requested information?

On the instructions for information returns provided to the recipient from the payer, it is stated that although the recipient's copy of the form may only contain the last 4 digits of the TIN, the copy furnished to the IRS by the issuer contains the complete TIN.

18. Do individuals have the opportunity to decline from providing information and/or from consenting to particular uses of the information? Yes

18a. If **yes**, describe the mechanism by which individuals indicate their consent choice(s):

The 2016 General instructions for Certain Information Returns provides details regarding failure to provide requested information ramifications, details on authority to collect information and Privacy Act Information.

19. How does the system or business process ensure due process regarding information access, correction and redress?

Integrated Submission and Remittance Processing (ISRP), Modernized Electronic Filing (MeF), and Service Center Recognition Image Processing System (SCRIPS) and Error Resolution System (ERS) employees have guidelines in place that ensure that only managerial approved users with a business need are allowed system access to process taxpayer information via both systems.

I. INFORMATION PROTECTION

20. Identify the owner and operator of the system (could be IRS owned and Operated; IRS owned, contractor operated; contractor owned and operated)

IRS Owned and Operated

21. The following people have access to the system with the specified rights:

IRS Employees? Yes

<u>IRS Employees?</u>	Yes/No	Access Level(Read Only/Read Write/Administrator)
Users	No	

Managers	Yes	Read and Write
Sys. Administrators	Yes	Administrator
Developers	Yes	Read-Only

Contractor Employees? No

21a. How is access to SBU/PII determined and by whom? Access to SBU/PII information on IRP returns processed through SCRIPS and ISRP is provided to individuals sworn in as IRS employees who have been successfully trained and provided access to the system to process returns. SCRIPS / ISRP and ERS employees do not have access to IRPPD - they only supply the data capture that feeds IRPPD. This FISMA is about the inside of IRPPD.

21b. If computer matching occurs, can the business owner certify that it meets requirements of IRM 11.3.39 Disclosure of Official Information, Computer Matching & Privacy Protection Act ? Yes

I.1 RECORDS RETENTION SCHEDULE

22. Are these records covered under the General Records Schedule (GRS), or have a National Archives and Records Administration (NARA) archivist approved a Record Control Schedule (RCS) for the retention and destruction of official agency records stored in this system? No

22b. If **no**, how long are you proposing to retain the records? Please note, if you answered no, you must contact the IRS Records and Information Management Program to initiate records retention scheduling before you dispose of any records in this system.

Information Returns Processing Paper Documents is approved for deletion/destruction 30 days after data perfection and posting to Masterfile. The National Archives and Records Administration (NARA) approved these disposition instructions under Job No. NC1-58-80-6. These instructions are published in IRS Document 12990, Records Control Schedule 29 for Tax Administration - Wage and Investment Records, item 125.

I.2 SA&A OR ECM-R

23. Has the system been through SA&A (Security Assessment and Authorization) or ECM-R (Enterprise Continuous Monitoring Reauthorization)? No

23c. If **no**, is the system secured in accordance with all applicable federal, treasury, and IRS security policy, procedures, and requirements? Yes

23.1 Describe in detail the system s audit trail. Documents processed on IRPPD are identified with a Document Location Number to allow for tracking and identification of each return.

J. PRIVACY TESTING

24. Does the system require a System Test Plan? Yes

24b. If **yes**, Is the test plan in process or completed: In Process

If **in process**, when is the test plan scheduled for completion? 8/24/2016

24.3 If **completed/ or in process**, describe what testing and validation activities have been conducted or are in progress to verify and validate that the applicable Privacy Requirements (listed in header) have been met?

Responsibility falls under Information Technology (IT) Operations. Specifically IRM 2.7.9 (Information Technology Operations –Enterprise Computing Center-Martinsburg ECC-MTB Processing Timeliness) provides information regarding Paper Information Returns TIN validation processes. IRM reference 2.7.9.16.1 (Paper Returns Processing (IAW-F) provides detailed information regarding IRP TIN validation actions and timeframes.

K. SBU Data Use

25. Does this system use, or plan to use SBU Data in Testing? No

L. NUMBER AND CATEGORY OF PII RECORDS

26. Identify the number of individual records in the system for each category:

26a. IRS Employees: Not Applicable
26b. Contractors: Not Applicable
26c. Members of the Public: More than 1,000,000
26d. Other: No

M. CIVIL LIBERTIES

27. Does the system maintain any information describing how any individual exercises their rights guaranteed by the First Amendment? No

28. Is the system information used to conduct data-mining as defined in the *Implementing the 9/11 Commission Recommendations Act of 2007, Public Law 110-53, Section 804*? No

29. Will this system have the capability to identify, locate, and monitor individuals or groups of people? No

N. ACCOUNTING OF DISCLOSURES

30. Does the system include or require disclosure of tax or employee information to anyone other than IRS employees in the performance of their duties, or to the person to whom the information pertains or to a 3rd party pursuant to a Power of Attorney, tax or Privacy Act consent? No

End of Report
