

IRM PROCEDURAL UPDATE

DATE: 01/02/2015

NUMBER: SBSE-05-0115-0005

SUBJECT: Campus CNC ACA Changes

AFFECTED IRM(s)/SUBSECTION(s): 5.19.17

IRM 5.19.17.1.1 CNC Policy and Overview, added reminder under paragraph (3).

3. Accounts can be removed from active inventory after taking the necessary steps in the collection process. Accounts may be reported CNC for a variety of reasons using transaction code (TC) 530. It is a requirement that TC 530 be defined by the appropriate CC. Input TC 530 with this CC to all affected (balance due) modules on the account.

REMINDER: If Individual SRPs are included with other MFT 30 or MFT 31 modules on an account that meets CNC criteria, close them consistently with the other modules.

IRM 5.19.17.1.1.3 CNC Unable to Pay - Hardship, added reminder under table in paragraph (9).

9. Values for unable-to-pay codes are:

Value	Closing Code	Monthly Expenses
\$20,000	24	\$00 - \$1,388
\$28,000	25	\$1,389 - \$1,944
\$36,000	26	\$1,945 - \$2,500
\$44,000	27	\$2,501 - \$3,055
\$52,000	28	\$3,056 - \$3,611
\$60,000	29	\$3,612 - \$4,166
\$68,000	30	\$4,167 - \$4,722
\$76,000	31	\$4,723 - \$5,277
\$84,000	32	\$5,278 – or more

EXAMPLE: The taxpayer's monthly allowable expenses are \$1,000. Multiply $\$1,000 \times 12 = \$12,000$ $\times 120\% = \$14,400$. Closing Code 24 is the next highest cc to the taxpayer's allowable expense of \$14,400.

- a. Multiply the total allowable monthly expenses times 12, times 120%.

- b. Use the hardship cc most closely corresponding to the Taxpayer's allowable expenses.

Do not select a code below the taxpayer's allowable expenses.

CAUTION: All outstanding levies on salary or wages must be released when a case is closed under hardship provisions.

REMINDER: If Individual SRPs are included with other MFT 30 or MFT 31 modules on an account that meets CNC criteria, close them consistently with the other modules.

IRM 5.19.17.1.1.9 CNC Managerial Approval, added reminder under paragraph (1).

1. The decision to place an account in CNC status requires the approval of a manager. The approval should normally be that of the recommending employee's immediate manager. Acting managers may be given authority to approve CNCs. See IRM 5.19.1.1.6(10), *Case Processing Authority Levels*, for dollar criteria.

REMINDER: NC35 closures for Standalone Individual SRP balances require managerial approval.

IRM 5.19.17.1.1.11 Requesting Approval and Input of Accounts to be CNCd, added note to first two rows under paragraph (2).

2. Ensure AMS is properly documented and when account is ready for approval follow the guidelines shown below. Take the following actions based upon your function:

If ...	And ...	Then ...
ACS, ACSS and FA	All Modules in ST 22	<ul style="list-style-type: none"> ○ CR must Input "TOC0,05,NCXX" (ACS & FA) "TOS0,05,NCXX" (ACSS) NOTE: This includes Individual SRP (MFT 35) modules. ○ If approved the manager <i>will</i> input "NCXX,,53APP".
ACS,	At least one module	<ul style="list-style-type: none"> ○ Input CC STAUP 2200 to

ACSS and FA	in ST 22 & other(s) in non-ST 22 modules	<p>bring non ST 22 accounts to ACS, then:</p> <ul style="list-style-type: none"> Input "TOC0,05,NCXX" (ACS & FA) "TOS0,05,NCXX" (ACSS) <p>NOTE: This includes Individual SRP (MFT 35) modules.</p> <ul style="list-style-type: none"> If approved the manager <i>will</i> input "NCXX,,53APP".
ACS, ACSS and FA	All non- ST 22 modules	<ul style="list-style-type: none"> Document AMS with the CNC decision and provide IDRS print to the manager. If approved manager must document AMS that the CNC was approved by inputting "53 APP". If approved input to IDRS: CC REQ77 /CC FRM77 TC 530 cc XX In Remarks enter "CNC".
CSCO and AM	Regardless of status	<ul style="list-style-type: none"> Document AMS with the CNC decision and provide IDRS print to the manager. If approved manager must document AMS that the CNC was approved by inputting "53 APP". Input CC REQ77 /CC FRM77 TC 530 cc XX on IDRS. In the remarks area input "CNC".

NOTE: XX = the appropriate CNC cc

IRM 5.19.17.1.1.12 Recessed Individual SRP Modules, insert new section.

1. Standalone SRP modules will be subject to a recess. This means that routine collection activities will temporarily halt.
 - a. Five cycles after the third notice (CP 503H) has been issued, a systemic TC 530 cc 35 will recess a standalone SRP.

EXCEPTION: If the taxpayer is FERDI, MFT 35 (SRP) standalone processing will be bypassed.

- b. SRP modules that are **not** standalone will continue past the third notice and follow normal processes to be issued to ACS, Field Collection, and the Queue.
2. SRP modules can be recessed manually with managerial approval following guidance provided by the applicable functional area.

IRM 5.19.17.1.1.12.1 ACS Processing and Individual SRP Modules, insert new section.

1. Standalone MFT 35 modules will be closed NC35 (Recessed). NC35 will not be valid for batch actions. Since the closing code can only be used on standalone MFT 35 (no other modules in ST 22, 24, 26 or 03, does not consider notice modules balance due or TDI in ST 02), manual research needs to be completed prior to closing. See IRM 5.19.1.4.16.1, *Standalone SRP*.

EXCEPTION: NC35 **cannot** be used if there is an open TDI.

2. **Only** managers are profiled to input NC35 on the ACS System.

NOTE: Programming may be updated at a future date to allow ACS employees to input NC35.

3. When an account with both MFT 35 modules and related TDA/TDI modules in the F inventories becomes standalone (all related TDA/TDI modules are resolved), input "TOF8,01,SRP ONLY".
4. The ACS system will block accounts with only MFT 35 open modules from being transferred into certain inventories:
 - o R5
 - o R7 (lien inv)
 - o I8
 - o I6

NOTE: The above ACS inventories are valid through January 3, 2015.

- o E3
- o E4 (levy inv)
- o E2 (new receipts – manual LT11 inv)
- o E5 (levy follow-up inv)
- o E9 (liens)

NOTE: The above ACS inventories are valid beginning January 3, 2015.