Date of Approval: **August 16, 2022**

PIA ID Number: **7194**

SYSTEM DESCRIPTION

Enter the full name and acronym for the system, project, application and/or database.

Standard CFOL Overnight Processing, SCOP

Is this a new system?

No

Is there a PCLIA for this system?

Yes

What is the full name, acronym, and milestone of the most recent PCLIA?

Standard CFOL Overnight Processing #4219- MS4B

What is the approval date of the most recent PCLIA?

9/11/2019

Changes that occurred to require this update:

Anonymous to Non-Anonymous

Expiring PCLIA

Were there other system changes not listed above?

No

What governance board or Executive Steering Committee (ESC) does this system report to? Full name and acronym.

Corporate Data Domain Governance Board (CPDGB)

Current ELC (Enterprise Life Cycle) Milestones:

System Development/Milestone 4B

Operations & Maintenance (i.e., system is currently operational)

Is this a Federal Information Security Management Act (FISMA) reportable system?

No

GENERAL BUSINESS PURPOSE

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.

Standard Corporate Files On-Line (CFOL) Overnight Processing (SCOP): SCOP is a companion application to Standard CFOL Access Protocol (SCAP) that allows a customer to batch their SCOP requests in a file and transfer the file via File Transfer Protocol (FTP) or Enterprise File Transfer Utility (EFTU) for SCAP processing. SCOP uses batch front-end programs to determine if the data is on the CFOL files and then calls the SCAP programs to access and convert the data to character format. The SCOP response file is returned to the customer via FTP or EFTU.

PII DETAILS

Does the system use, collect, receive, display, store, maintain, or disseminate IR Code 6103 taxpayer information: or any other type of Sensitive but Unclassified (SBU) information or PII such as information about IRS employees or outside stakeholders?

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

What types of tax identification numbers (TIN) apply to this system?

Social Security Number (SSN)

List the approved Treasury uses of the SSN:

Interfaces with external entities that require the SSN

Legal/statutory basis (e.g., where collection is expressly required by statute)

When there is no reasonable alternative means for meeting business requirements

Statistical and other research purposes

Another compelling reason for collecting the SSN

Explain why the authorized use(s) above support the new or continued use of SSNs (or tax identification numbers).

The SCOP system requires the use of SSN's because no other identifier can be used to uniquely identify a taxpayer. SSNs are permissible from Internal Revenue Code (IRC) 6109, which requires individual taxpayers to include their SSNs on their income tax returns.

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

The Office of Management and Budget Circular A-130 requires that federal agencies develop a mitigation or elimination strategy for systems that use SSNs. An exception to that requirement is when the SSN is uniquely needed to identify a user's record. The SCOP system requires the use of SSN's because no other identifier can be used to uniquely identify a taxpayer.

Employer Identification Number

Other Taxpayer Identification Number

Does this system use, collect, receive, display, store, maintain or disseminate other (non-SSN) PII (i.e., names, addresses, etc.)?

Yes

Specify the PII Elements:

Name
Mailing Address
Phone Numbers
Place of Birth
Financial Account Numbers
Employment Information
Tax Account Information

Does this system use, collect, receive, display, store, maintain, or disseminate SBU information that is not PII?

Yes

Specify the types of SBU from the SBU Types List:

Official Use Only (OUO) or Limited Official Use (LOU)   Information designated as OUO, or LOU is information that: is exempt under one of the statutory Freedom of Information Act exemptions; is prohibited by other laws or regulations; would significantly impede the agency in carrying out a responsibility or function; or would constitute an unwarranted invasion of privacy.

Are there other types of SBU/PII used in the system?

Yes

Describe the other types of SBU/PII that are applicable to this system.

Name, Phone Number, Spouse's Name, Dependent's Name, Filing Status, Spouse's Address, Spouse's Phone Number, Designee's Phone Number, Employer's Address, Employer's Phone Number, Spouse's SSN, Bank Routing Number, Bank Account Number, Fiduciary's Name, Fiduciary's Address, Beneficiary's Identification Number, Beneficiary's Address, Business Partner's Name, Business Partner's Address, Partnership Identifying Number, Bank Name, Bank Address, Spouse's Phone Number, Date of Death, Current Tax Return Info, Previous Tax Return Info, Citizenship Indicators.

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

PII for federal tax administration is generally Internal Revenue Code Sections 6001, 6011, & 6012e(a)

SSN for tax returns and return information is Internal Revenue Code Section 6109

Has the authority been verified with the system owner?

Yes

BUSINESS NEEDS AND ACCURACY

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.

Standard CFOL Overnight Processing (SCOP) does not collect or store any PII information. PII information is contained in the CFOL files that are accessed by the SCOPD Command issued by various IRS projects in Wage and Investment (W&I) and Small Business/Self Employed (SB/SE). The Social Security Number/Taxpayer Identification Number/Employer Identification Number (SSN/TIN/EIN) are used to retrieve the information for a specific taxpayer.

How is the SBU/PII verified for accuracy, timeliness, and completion?

No verification of the PII data elements is done through the SCOP programs. SCOP only reads the data on the CFOL files.

PRIVACY ACT AND SYSTEM OF RECORDS

The Privacy Act requires Federal agencies that maintain a system of records to publish systems of records notices (SORNs) in the Federal Register for records from which information is retrieved by any personal identifier for an individual who is a US citizen, or an alien lawfully admitted for permanent residence. The Privacy Act also provides for criminal penalties for intentional noncompliance.

Does your application or this PCLIA system pertain to a group of any record from which information is retrieved by any personal identifier for an individual who is a US citizen, or an alien lawfully admitted for permanent residence? An identifier may be a symbol, voiceprint, SEID, or other personal identifier that is used to retrieve information.

Yes

Identify the Privacy Act SORN(s) that cover these records.

IRS 24.046   Customer Account Data Engine Business Master File

IRS 34.037   Audit Trail and Security Records

IRS 24.030   Customer Account Data Engine Individual Master File

RESPONSIBLE PARTIES

Identify the individuals for the following system roles:

Official Use Only

INCOMING PII INTERFACES

Does the system receive SBU/PII from other systems or agencies?

Yes

Does the system receive SBU/PII from IRS files and databases?

Yes

Enter the files and databases:

System Name: National Account Profile (NAP)
Current PCLIA: Yes
Approval Date: 2/27/2020
SA&A: No

System Name: Business Master File (BMF)
Current PCLIA: Yes
Approval Date: 9/22/2021
SA&A: Yes
ATO/IATO Date: 11/12/2020

System Name: Individual Master File (IMF)
Current PCLIA: Yes
Approval Date: 3/4/2020
SA&A: Yes
ATO/IATO Date: 11/26/2019

System Name: Information Returns Processing (IRP)
Current PCLIA: Yes
Approval Date: 3/16/2020
SA&A: Yes
ATO/IATO Date: 11/18/2016

System Name: Returns Transaction File (RTFOL)
Current PCLIA: Yes
Approval Date: 7/8/2022
SA&A: No

Does the system receive SBU/PII from other federal agency or agencies?

No

Does the system receive SBU/PII from State or local agency (-ies)?

No

Does the system receive SBU/PII from other sources?

No

Does the system receive SBU/PII from Taxpayer forms?

Yes

Please identify the form number and name:

Form Number: 1099 (Family)
Form Name: US Information Return

Form Number: CT1
Form Name: Employers Annual Railroad Retirement Tax Return

Form Number: 720
Form Name: Quarterly Federal Excise Tax Return

Form Number: 730
Form Name: Monthly Tax Return for Wagers

Form Number: 940 (Family)
Form Name: Employers Annual Federal Unemployment Tax Return

Form Number: 941
Form Name: Employers Quarterly Federal Tax Return

Form Number: 943
Form Name: Employers Annual Federal Tax Return for Agricultural Employees

Form Number: 944
Form Name: Employers Annual Federal Employment Tax Return

Form Number: 945
Form Name: Annual Return of Withheld Federal Income Tax

Form Number: 990 (Family)
Form Name: Return of Organization Exempt for Income Tax

Form Number: 1042
Form Name: Annual Withholding Return for US Source Income of Foreign Persons

Form Number: 1066
Form Name: Real Estate Mortgage Conduit Income Tax Return

Form Number: 1120 (Family)
Form Name: US Corporation Income Tax Return

Form Number: 1139
Form Name: Corporation Application for Tentative Refund

Form Number: 2290
Form Name: Heavy Highway Vehicle Use Tax Form

Form Number: 5227
Form Name: Split Interest Trust Information Return

Form Number: 5330
Form Name: Return of Initial Excise Taxes Related to Employee Benefit Plans

Form Number: 8038 (Family
Form Name: Information Return for Tax Exempt Private Activity Bond Issues

Form Number: 8703
Form Name: Annual Certification of Residential Rental Property

Form Number: 8752
Form Name: Required Payment or Refund Under Section 7519

Form Number: 8804
Form Name: Annual Return for Partnership Withholding Tax (Section 1446)

Form Number: 8871
Form Name: Political Organization Notice of Section 527

Form Number: 1040 (Family)
Form Name: US Individual Income Tax Return

Form Number: 706 (Family)
Form Name: US Estate Tax Return

Form Number: 709 (Family)
Form Name: US Gift Tax Return

Form Number: 1041 (Family)
Form Name: US Income Tax Return (For Estates and Trusts)

Form Number: 1065 (Family)
Form Name: US Return of Partnership Income

Form Number: 3520 (Family)
Form Name: Annual Return to Report Transactions With Foreign Trusts

Form Number: 4720 (Family)
Form Name: Return of Certain Excise Taxes

Form Number: 8288 (Family)
Form Name: US Withholding Tax Return for Disposition by Foreign Persons of US Real Property Interests

Does the system receive SBU/PII from Employee forms (e.g., the I-9)?

No

DISSEMINATION OF PII

Does this system disseminate SBU/PII?

Yes

Does this system disseminate SBU/PII to other IRS Systems?

Yes

Identify the full name and acronym of the IRS system(s) that receive SBU/PII from this system.

System Name: Automated Collection System
Current PCLIA: Yes
Approval Date: 10/1/2021
SA&A: Yes
ATO/IATO Date: 11/20/2018

System Name: Automated Substitute For Return
Current PCLIA: Yes
Approval Date: 12/6/2019
SA&A: Yes
ATO/IATO Date: 7/15/2019

System Name: Inventory Delivery System
Current PCLIA: Yes
Approval Date: 11/22/2019
SA&A: Yes
ATO/IATO Date: 9/12/2016

Identify the authority.

1) PII for federal tax administration is generally Internal Revenue Code Sections 6001, 6011, 6012e(a) 2) SSN for tax returns and return information is Internal Revenue Code Section 6109 The purpose is for tax administration activities.

For what purpose?

1) PII for federal tax administration is generally Internal Revenue Code Sections 6001, 6011, 6012e(a) 2) SSN for tax returns and return information is Internal Revenue Code Section 6109 The purpose is for tax administration activities.

Does this system disseminate SBU/PII to other Federal agencies?

No

Does this system disseminate SBU/PII to State and local agencies?

No

Does this system disseminate SBU/PII to IRS or Treasury contractors?

No

Does this system disseminate SBU/PII to other Sources?

No

PRIVACY SENSITIVE TECHNOLOGY

Does this system use social media channels?

No

Does this system use privacy-sensitive technologies such as mobile, global position system (GPS), biometrics, RFID, etc.?

No

Does the system use cloud computing?

No

Does this system/application interact with the public?

No

INDIVIDUAL NOTICE AND CONSENT

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

Yes

How is notice provided? Was the individual notified about the authority to collect the information, whether disclosure is mandatory or voluntary, the purpose for which the information will be used, with whom the information may be shared, and the effects on the individual, if any, if they decide not to provide all or any of the requested information?

Notice is provided to individuals by other IRS applications or through forms (e.g., 1040 forms) that interact directly with the taxpayer at the time of collection.

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

Yes

Describe the mechanism by which individuals indicate their consent choice(s):

The Tax return form provides taxpayers information regarding the opportunity to decline or consent to providing the information.

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

Notice, consent, and due process are provided in the tax forms instructions filed by the taxpayer, and pursuant to 5 USC.

INFORMATION PROTECTION

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

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

IRS Employees

Users: Read Only

Managers: Read Only

System Administrators: Read Only

Developers: Read Only

How is access to SBU/PII determined and by whom?

Employees request access to SCOP by submitting a request to Business Entitlement Access Request System (BEARS) which must be approved by their manager. When an employee is terminated or transferred from the IRS, their manager submits a (BEARS) request to remove their access from the system.

RECORDS RETENTION SCHEDULE

Are these records covered under a General Records Schedule (GRS, IRS Document 12829), or has the National Archives and Records Administration (NARA) approved a Records Control Schedule (RCS, IRS Document 12990) for the retention and destruction of official agency records stored in this system?

Yes

How long are the records required to be held under the corresponding GRS or RCS, and how are they disposed of? In your response, please provide the GRS or RCS chapter number, the specific item number, and records series title.

RCS 32 Item 13-Corporate Files On-Line (CFOL). CFOL provides users on-line, read-only access to current Master Files. It allows IRS case workers access to the most current tax account information. The database contains taxpayer information. AUTHORIZED DISPOSITION Delete when 1 year old or when no longer needed for administrative, legal, audit or other operational purposes, whichever is sooner. A. Inputs: These records include taxpayer information from the IMF, BMF, IRAF, & EPMF, and reflect data from those files. AUTHORIZED DISPOSITION Delete when 1 year old or when no longer needed for

administrative, legal, audit or other operational purposes, whichever is sooner. B. Outputs: These records include system backups, management information reports, ad hoc queries, audit trail, or equivalent documentation in electronic or hard copy formats. AUTHORIZED DISPOSITION Delete when 1 year old or when no longer needed for administrative, legal, audit or other operational purposes, whichever is sooner

SA&A OR ASCA

Has the system been through SA&A (Security Assessment and Authorization) or ASCA (Annual Security Control Assessment)?

No

Is the system secured in accordance with all applicable federal, treasury, and IRS security policy, procedures, and requirements?

Yes

Describe the system's audit trail.

Individual users cannot be profiled for the SCOP Command Code. Only devices that have been defined as Multi-Functional Equipment (MFE) are profiled for SCOP. The SCAPD Command Code is registered/configured on the Security and Communications System (SACS) as a Multi-Functional Equipment (MFE) command code. The Computing Center's data communication staff for the SACS system must update the fileserver(device) Terminal Vector Record to identify the device as an MFE type. SCOP responses may consist of several blocks of data so the system must be configured to allow multiple blocks of data. Enterprise Operations (EOPS) is responsible for maintaining the infrastructure for the SCOP applications. Audit trail functionality is provided by the host platform (e.g., Integrated Data Retrieval System (IDRS). SCOP updates the following fields in the government trailer record provided by IDRS. Project ID, Core Storage Terminal Table (CSTT) Update Indicator (Ind), IDRS Hit No Hit Ind, Processing Error Type, Format Ind, Command Code (Cd), Command Cd Definer, Taxpayer Identification Number (TIN), TIN Type, Master File Tax (MFT) Code, Tax Period and Error Cd. SCOP is an application that is accessed through other applications. Those applications are responsible for ensuring an appropriate audit trail is maintained.

PRIVACY TESTING

Does the system require a System Test Plan?

Yes

Is the test plan completed?

No

When is the test plan scheduled for completion?

9/1/2022

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?

SCOP is a non-Federal Information Security Management Act (FISMA) reportable system. It relies on National Institute of Standards & Technology (NIST) controls from the parent information system -- General Support System (GSS) No 21. Tests and validation activities are conducted on GSS-21 management, technical and operational controls to verify and validate that the applicable Privacy Requirements have been met.

SBU DATA USE

Does this system use, or plan to use SBU Data in Testing?

No

NUMBER AND CATEGORY OF PII RECORDS

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

IRS Employees: Not Applicable

Contractors: Not Applicable

Members of the Public: More than 1,000,000

Other: No

CIVIL LIBERTIES

Does the system maintain any information describing how any individual exercises their rights guaranteed by the First Amendment?

No

Is the system information used to conduct 'data-mining' as defined in the Implementing Recommendations of the 9/11 Commission Act of 2007, Public Law 110-53, Section 804?

No

Will this system have the capability to identify, locate, and monitor individuals or groups of people?

No

Does computer matching occur?

No

ACCOUNTING OF DISCLOSURES

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