



MANUAL TRANSMITTAL

Department of the Treasury
Internal Revenue Service

4.4.32

OCTOBER 4, 2019

EFFECTIVE DATE

(10-04-2019)

PURPOSE

- (1) This obsoletes IRM 4.4.32, *AIMS Procedures and Processing Instructions, AIMS, ERCS, and IDRS Data Processing*, as it does not pertain to the consistency and validity of AIMS

MATERIAL CHANGES

(1)

IRM Reference	Description of Change
IRM 4.4.32.1	IRM 4.4.32.1, <i>Overview</i> , has been obsoleted.
IRM 4.4.32.2	IRM 4.4.32.2, <i>Access</i> , is available in IRM 10.5.5, <i>IRS Unauthorized Access, Attempted Access or Inspection of Taxpayer Records (UNAX) Program Policy, Guidance and Requirements</i> .
IRM 4.4.32.3	IRM 4.4.32.3, <i>Summary of Audit Information Management Systems (AIMS)</i> , is currently available in IRM 2.8.1, <i>Information Technology, Audit Information System (AIMS), Introduction to AIMS REAL TIME Processing</i> .
IRM 4.4.32.4	IRM 4.4.32.4, <i>Summary of ERCS</i> , is currently available in IRM 4.7.1.1, <i>Examining Process, Examination Returns Control System (ERCS), Overview</i> .
IRM 4.4.32.5	IRM 4.4.32.5, <i>IRS Intranet Websites for AIMS/ERCS and IDRS</i> , is available in IRM 4.4.1, <i>Examination Process, AIMS Procedures and Processing Instruction, Introduction</i> . IRM 4.4.32.5 (2) is deemed unnecessary and is being obsoleted.
IRM 4.4.32.6	IRM 4.4.32.6, <i>Summary of IDRS</i> , is available in IRM 10.8.34.2.1, <i>Integrated Data Retrieval System (IDRS)</i> .

IRM Reference	Description of Change
IRM 4.4.32.6.1	IRM 4.4.32.6.1, <i>Access to IDRS</i> , is available in IRM 10.8.34.2.3, <i>Authorized Access</i> . IRM 4.4.32.6.1.(2) is available in IRM 4.10.2.2.3 , <i>Conflict of Interest</i> .
IRM 4.4.32.6.2	IRM 4.4.32.6.2, <i>Passwords</i> , is available in IRM 10.8.34.6.1.4, <i>Password Management</i> . IRM 4.4.32.6.2 (2), (3), (4) is deemed unnecessary and is being obsoleted.
IRM 4.4.32.6.3	IRM 4.4.32.6.3, <i>Employee Number</i> , is available in IRM 10.8.34.6.1.2, <i>IDRS Employee Number</i> . IRM 4.4.32.6. 3 (3), (4), (5), can be located in IRM 10.8.34.6.2.1.4 , <i>Transferring Employees between IDRS Units/Changing Employee Numbers</i> .
IRM 4.4.32.6.4	IRM 4.4.32.6.4, <i>Security</i> , is available in IRM 10.8.34, <i>Security, Privacy and Assurance, Information Technology (IT) Security, IDRS Security Controls</i> . IRM 4.4.32.6.4 (2) can be located in IRM 10.8.34.6.2, <i>Audit Trails</i> .
IRM 4.4.32.6.4.1	IRM 4.4.32.6.4.1, <i>Command Code Security Monitoring</i> , is available in IRM 10.8.34.3.2.8, <i>Unit Security Representative (USR)</i> .
IRM 4.4.32.6.4.2	IRM 4.4.32.6.4.2, <i>Manager's Responsibilities</i> , is available in IRM 10.8.34.3.1.3, <i>Manager</i> . IRM 4.4.32.6.4.2 (2) last sentence is deemed unnecessary and is being obsoleted.
IRM 4.4.32.6.4.3	IRM 4.4.32.6.4.3, <i>IDRS UNAX/USR Analyst or Unit Security Representative (USR)</i> , is available in IRM 10.8.34.6.2.1.6, <i>Unit and User Profiles</i> .
IRM 4.4.32.7	IRM 4.4.32.7, <i>IDRS User</i> , is available in IRM 10.8.34.6.2.1.3 (1), <i>Protection of the IDRS User</i> .

IRM Reference	Description of Change
IRM 4.4.32.7.1	IRM 4.4.32.7.1, <i>Command Code Profiles</i> , is available in IRM 10.8.34.6.2.1.6, <i>Unit and User Profiles</i> .
IRM 4.4.32.7.2	IRM 4.4.32.7.2, <i>Sensitive Command Codes</i> , is available in IRM 10.8.34.6.2.1.6.6 , <i>Sensitive Command Code and Sensitive Command Code Combinations</i> .
IRM 4.4.32.7.3	IRM 4.4.32.7.3, <i>Clerical and Para-professionals</i> , , is deemed unnecessary and is being obsoleted..
IRM 4.4.32.7.4	IRM 4.4.32.7.4, <i>Group Managers, Revenue Agents, Tax Auditors, Tax Examiners, Audit Accounting Aides, and Tax Compliance Officers</i> , ,is deemed unnecessary and is being obsoleted.
IRM 4.4.32.7.4.1	IRM 4.4.32.7.4.1, <i>Research Command Codes</i> , is available in IRM 2.8.1, <i>Information Technology, Audit Information Management System (AIMS), Introduction to AIMS REAL TIME Processing</i> .
IRM 4.4.32.7.4.2	IRM 4.4.32.7.4.2, <i>Command Code Frequently Used by Examination Personnel</i> , is deemed unnecessary and is being obsoleted..
IRM 4.4.32.7.4.3	IRM 4.4.32.7.4.3, <i>IDRS Security Violations</i> , is available in IRM 10.8.34.6.2.2.2 , <i>Security Violations</i> . IRM 4.4.32.7.4.3 (2) is available in IRM 10.8.34.6.2.1.6.4 (3), <i>Employee Security Record File (ESRF)</i> ..
IRM 4.4.32.7.4.4	IRM 4.4.32.7.4.4, <i>IDRS Employee Self-Profile Locking Feature - CC LOKME</i> , is available in IRM 10.8.34.6.2.2.4.2 ,, <i>Employee Self-Profile Locking (LOKME)</i> .

IRM Reference	Description of Change
IRM 4.4.32.7.5	IRM 4.4.32.7.5, <i>Unauthorized IDRS Browsing</i> , is available in IRM 10.5.5, <i>IRS Authorized Access, Attempted Access or Inspection of Taxpayer Records (UNAX) Program Policy, Guidance, and Requirements</i> .
IRM 4.4.32.7.5.1	IRM 4.4.32.7.5.1, <i>Required Documentation</i> , is available in IRM 4.10.5.2.4 , <i>Case File Documentation</i> .
IRM 4.4.32.7.5.2	IRM 4.4.32.7.5.2, <i>Performing IDRS Access for Other Employees</i> , is available in IRM 10.5.5.34, <i>Employee and Contractor UNAX Responsibilities</i> .
IRM 4.4.32.7.5.3	IRM 4.4.32.7.5.3, <i>Form 11377 or Form 11377- E, Taxpayer Data Access</i> . has been obsoleted.
IRM 4.4.32.7.6	IRM 4.4.32.7.6 (1) and (3) <i>IUUD: IDRS Unit and USR Database</i> , is available in IRM 10.8.34.6.2.1.9 , <i>IDRS Unit and USR Database</i> . IRM 4.4.32.7.6 (2), is deemed unnecessary and is being obsoleted.
IRM 4.4.32.8	IRM 4.4.23.8, <i>Employee User Portal (EUP) System</i> , is available in IRM 2.25.2.3, <i>Portal Standard Guidelines</i> .
IRM 4.4.32.8.1	IRM 4.4.32.8.1 (1), <i>Modernized e-File (MeF) Return Request and Display</i> , is available in IRM 4.4.23.7.1.2.2, <i>Modernized e-File (MeF) Request</i> . IRM 4.4.32.8.1 (2), is available in IRM 3.42, <i>Electronic Tax Administration</i> . IRM 4.4.32.8.1 (3), is available in IRM 10.5.5.3 (8), <i>Servicewide Roles and Responsibilities of Administering the IRS UNAX Program</i> .

IRM Reference	Description of Change
IRM 4.4.32.8.2	IRM 4.4.32.8.2 (1) and (2), <i>Transcript Delivery System (TDS)</i> , is available in IRM 3.42.10.10.4.14 , and IRM 21.2.1.53.1, <i>Transcript Delivery System (TDS)</i> . IRM 4.4.32.8.2, is available in IRM 10.5.5.3 (8), <i>Servicewide Roles and Responsibilities of the IRS UNAX Program</i> .
IRM 4.4.32.9 IRM 4.4.32.9.1 IRM 4.4.32.9.2 IRM 4.4.32.10 IRM 4.4.32.11	IRM 4.4.32.9, <i>Document Sequence Number</i> , IRM 4.4.32.9.1, <i>Forms Requiring Document Sequence Number</i> , IRM 4.4.32.9.2, <i>Placement of Document Sequence Number on Forms</i> , IRM 4.4.32.10, <i>Preparation of Source Document Folders</i> , and IRM 4.4.32.11, <i>Shipment of Source Document Folders</i> , is available in IRM 3.5.61, <i>Submission Processing, Accounts Services, Files Management and Services</i> .
IRM 4.4.32.11.1	IRM 4.4.32.11.1, <i>Form 3210, Document Transmittal</i> , is available in IRM 3.5.61.1.7.5, <i>Form 3210, Document Transmittal</i> .
IRM 4.4.32.11.2	IRM 4.4.32.11.2, <i>Box Labeling</i> , has been deemed unnecessary and is being obsoleted.
IRM 4.4.32.11.3	IRM 4.4.32.11.3, <i>Method of Shipment</i> , is available in IRM 3.5.61.1.7.6, <i>Guidelines for Mailing/Shipping of Requests</i> .
IRM Exhibit 4.4.32-1	IRM Exhibit 4.4.32-1, <i>Command Code Listing by Topic</i> , is available at <i>CFOL Express 12.1</i>

EFFECT ON OTHER DOCUMENTS

IRM 4.4.32, dated 12-17-2010 is obsolete as of the date of this transmittal.

AUDIENCE

SB/SE and LB&I Employees that use AIMS, ERCS, and/or IDRS.

Robin L Kidwell
Director, Operation Support
Small Business/Self Employed

