

E IRS Report

REVISION 13
(07/01/10 – 09/30/10)

The Internal Revenue Service (IRS) provides Arizona with an IRS report that identifies individuals who have had income reported to the IRS.

FAA cross matches the report to identify participants in AZTECS.

WARNING

Due to the confidential nature of the information contained in reports generated by the cross match, the reports must be maintained with the highest possible degree of SECURITY. Release or misuse of confidential IRS information is punishable by law. Penalties can result in fines up to \$5,000 and up to five years in prison.

When an [IRS Security Incident\(g\)](#) occurs, complete the following:

- Immediately report the security incident to the Local Office Manager (LOM).
- The LOM completes the Notice of security incident, (J-126) form.
- The LOM immediately reports the security incident to the appropriate Program Security Analyst.

The Program Security Analyst follows reporting requirements set forth by IRS and reports to IRS within 24 hours.

The IRS Report may not be accessed by an employee working from any of the following:

- Virtual office
- Telecommuting
- An alternate worksite

Do not send IRS information via FAX or e-mail. (This includes FAA and other departments within DES.)

Policy and procedures regarding security requirements and processing the information obtained in the reports, are outlined as follows:

- [IRS - Data Center](#)
- [IRS - FAA Systems](#)
- [IRS - Office of Budget, Contracts and Reporting](#)
- [IRS - Region Office Responsibilities](#)
- [IRS - Local Office Responsibilities](#)
- [IRS - Office of Program Evaluation \(OPE\) Responsibilities](#)
- [IRS - Data Security](#)