



MANUAL TRANSMITTAL

Department of the Treasury
Internal Revenue Service

2.3.30

JUNE 5, 2024

EFFECTIVE DATE

(06-05-2024)

PURPOSE

- (1) This transmits revised IRM 2.3.30, IDRS Terminal Responses, Command Code DAILY.

MATERIAL CHANGES

- (1) IRM 2.3.30.1 Included mandatory internal control subsection
- (2) IRM 2.3.30.1 Updated stakeholder Wage & Investment (W&I) to reflect new name Taxpayer Services (TS).
- (3) Editorial updates have been made throughout the IRM section.

EFFECT ON OTHER DOCUMENTS

IRM 2.3.30, dated December 11, 2012, is superseded.

AUDIENCE

LMSB, SB/SE, TE/GE, TS.

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Chief Information Officer

2.3.30

Command Code DAILY

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2.3.30.1
(06-05-2024)
Program Scope and Objectives

- (1) The Daily Transaction Register (DTR) is a listing of transactions which have newly appended to IDRS modules with open TDA's or TDI's. the register is printed in the Service Center after each daily or weekly update of IDRS.
- (2) **Purpose:** Use CC DAILY to request a display of information from the current Daily Transaction Register (DTR) for the area office of the terminal on which CC DAILY is input.
- (3) **Audience:** LMSB, SB/SE, TE/GE and TS.
- (4) **Policy Owner:** Project Director-Dean, Information Technology
- (5) **Primary Stakeholders:** This Command Code is for Field Offices use only.
- (6) **Program Owner:** Taxpayer Services (TS) is responsible for the administration, procedures, and updates related to the program.
- (7) **Program Goals:** Lists the transaction codes that may be input with the Transaction register, for the area office of the terminal.
- (8) **Contact Information:** Applications Development, Internal Management, Im Sub Office, Account Services Branch

2.3.30.1.1
(06-05-2024)
Background

- (1) This revision updates IRM 2.3.30 Command Code DAILY
- (2) Command Code DAILY is a stand alone Database flat file that is loaded daily by DTR15. It is used as a inquiry only Command Code to list transactions which have newly appended to IDRS modules with open TDA's or TDI's.
- (3) DTR's displayed on Monday contain selected transactions which appended on IDRS on the previous Friday and from the week-end update.
- (4) DTR's displayed on Tuesday through Friday contain selected transactions from the previous day.
- (5) This Command Code is for Field Office use only.
- (6) Command Code DAILY accesses DTR0921 Record for Inquiry **ONLY**.

2.3.30.1.2
(06-05-2024)
Authority

- (1) The Assistant Regional Commissioner Collection will designate those remote sites which will use Command Code DAILY and will issue guidelines for Command Code use.
- (2) FSP 1.05.02.30

2.3.30.1.3
(06-05-2024)
Roles and Responsibilities

- (1) Users in Area Offices will use IRM 2.3.30 Command Code DAILY to request a display of information from the current Daily Transaction Register (DTR) for the area office of the terminal on which Command Code DAILY is input.

2.3.30.1.4
(06-05-2024)
Program Management and Review

- (1) Command Code DAILY are governed by SACS
- (2) Managers will ensure that all policies and regulations are followed to ensure that the request

2.3.30.1.5
(06-05-2024)

Programs Controls

- (1) The IDRS programming ensures that all open balance due modules in a notice collection status are included when a request is submitted.

2.3.30.1.6
(06-05-2024)

Terms/Definitions/ Acronyms

(1)

Acronym	Definition
CC	Command Code
IDRS	Integrated Data Retrieval System
IRM	Internal Revenue Manual
LMSB	Large and Mid-size Business (also known as Large Business and International)
TE/GE	Tax Exempt and Government Entities
SB/SE	Small Business Self-Employed
TS	Taxpayer Services
TIN	Taxpayer Identification Number
EIN	Employer Identification Number
PCAS	Program Cost Accounting System
MCC	Microcomputer and Electronics Corporation
TCC	Treasury Command Center
CC	Command Code
IDRS	Integrated Data Retrieval System
IRM	Internal Revenue Manual
LMSB	Large and Mid-size Business (also known as Large Business and International)
TE/GE	Tax Exempt and Government Entities
SB/SE	Small Business Self-Employed
TIN	Taxpayer Identification Number
EIN	Employer Identification Number
PCAS	Program Cost Accounting System
MCC	Microcomputer and Electronics Corporation
TCC	Treasury Command Center

- | | |
|---|---|
| 2.3.30.1.7
(06-05-2024)
Related Resources | <ul style="list-style-type: none"> (1) FSP 1.05.02.30 (2) Servicewide Electronic Research Program (SERP) - IDRS Command Code Job Aid (3) Integrated Data Retrieval System (IDRS) |
| 2.3.30.2
(01-01-2000)
General Command Code DAILY Information | <ul style="list-style-type: none"> (1) The Daily Transaction Register (DTR) is a listing of transactions which have newly appended to IDRS modules with open TDA's or TDI's. The register is printed in the Service Center after each daily or weekly update of IDRS. <ul style="list-style-type: none"> a. DTR's distributed (or displayed with CC DAILY) on Monday, contain selected transactions which appended to IDRS on the previous Friday. b. DTR's distributed (or displayed with CC DAILY) on Tuesday, contain selected transactions which appended to IDRS on the previous day plus posted transactions from the weekend update. c. DTR's distributed (or displayed with CC DAILY) on Wednesday, through Friday contain selected transactions which appended to IDRS on the previous day. (2) The DTR data for a particular area office is also available on IDRS terminals located in that office. The display is available on the day following the daily or weekly update in which the transactions appended or posted. (3) The Assistant Regional Commissioner Collection will designate those remote sites which will use CC DAILY and will issue guidelines for Command Code use. |
| 2.3.30.3
(01-01-2000)
Command Code DAILY | <ul style="list-style-type: none"> (1) Use CC DAILY to request a display of information from the current Daily Transaction Register (DTR) for the area office of the terminal on which CC DAILY is input. This Command Code is for Field Office use only. |
| 2.3.30.4
(01-01-2000)
Transaction Selection Criteria | <ul style="list-style-type: none"> (1) Transaction Selection Criteria <ul style="list-style-type: none"> a. For TDI, only certain transactions are selected for the DTR: those which update name and/or address or which recall a tax period or the entire TDI. b. For TDA, all transactions are selected for tax modules which were in TDA status at the end of the last weekend TDA analysis with the following exceptions: |

000	019	072	123	142	420	431	537	583	936	994
001	020	080	125	147	421	432	550	586	950	995
002	023	081	126	148	422	474	560	901	951	998
003	024	082	127	149	423	475	564	902	952	999
005	025	090	130	154	424	510	570	903	984	
006	026	091	131	157	425	516	571	904	986	
007	053	092	136	159	427	517	572	920	990	
012	060	120	137	246	428	530	576	922	991	
016	070	121	140	380	429	531	577	930	992	
017	071	122	141	386	430	532	582	932	993	

- (2) The following transactions are always suppressed from the DTR
 - a. Transactions input with an IDRS Command Code using Transaction Register Indicator of "1"
 - b. Any TC 670 for zero (.00) amount
 - c. Transactions with Document Code 18 or 28 processed through local Service Center pipeline (DDES).
- (3) A transaction selected for the DTR while in pending status will be reissued on the DTR if the pending status code is updated to a deleted pending status of DQ, DU, DP or DN as a result of corrective action.
- (4) Assessment transactions for IMF, BMF, EPMF and IRAF TDA modules will not be selected for the DTR until they have posted to their respective master files and received the generated assessment date. These include tax penalty and interest assessments.

Exhibit 2.3.30-1 (01-01-2000)**Command Code DAILY Input Display**

Input Display

	1-10										11-20										21-30										31-40									
	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0
1	D	A	I	L	Y																																			
2																																								
3																																								

Record Element Description:

Item	Line	Position	Description and Validity
1	1	1-5	COMMAND CODE "DAILY"
2	1	7-10	GROUP DESIGNATION (See below)

- Enter the last four digits of the TDA/TDI Employee Assignment Number in screen positions 7 through 10, to request the DTR information applicable to specific employee.
- Enter the fifth and sixth digits of the TDA/TDI Employee Assignment Number in screen positions 7 and 8, leave screen positions 9 and 10 blank, to request DTR information applicable to a specific office group.
- Leave screen positions 7 through 10 blank, to request DTR information for the entire Area Office.

Terminal Response:

- Error Messages—Displayed on line 24, except where noted.
 - NO TRANSACTIONS—There are no transactions in the Daily Transaction Register Record that match the input Group Designation.
 - GROUP DESIGNATION INVALID—The input Group Designation is not in one of the formats specified in (2) above. Correct and reinput.
 - DTRF NOT AVAILABLE—The Daily Transaction Register File has not been loaded into IDRS.
 - BOOK LIMIT REACHED/ALL TRANS NOT SHOWN—The terminal will display no more than 999 pages. If the number of pages of data for the input Group Designation exceeds 999, this message will appear on line 12 of page 999. This message applies to system maximum capacity far exceeding maximum pages that will be available under guidelines for the use of this command code. Notify Resident Program Analyst of the problem.
 - PF TOO BIG BREAK INTO MULT PF IF POS.—(Page File too big. Break into Multiple page files if possible.) This message applies to maximum system capacity far exceeding maximum pages that will be allowed. Notify Resident Program Analyst of the problem.
 - INVALID DEFINER—The character following DAILY (sixth position) is not blank on the input screen.
 - For other error messages see Standard Validity Criteria IRM 2.3 Section 8.
- Valid Response: The valid response is a display of information from the current Daily Transaction Register. The format for the response depends on whether the input Group Designation is for a specific Employee (see (2)(a) above) or for a specific Group (see (2)(a) above) or for an entire Area Office (see (2)(a) above).

Command Code DAILY Output Display

- a. The terminal displays transactions appended to modules having TDA/TDI Assignment Numbers which match the input Group Designation. Within any Group Designation transactions are in order of the TDA/TDI Assignment Number. Thus, if the input Group Designation is all blanks (a blank matches any number in the last four digits of the eight digit TDA/TDI Assignment Number) transactions for the Office Groups with "00" or "8n" (n= any numeric) in the fifth and sixth positions of the TDA/TDI Assignment Number will precede those for Field Groups. The Group Designation displayed on line one of the screen will show the last four digits of the TDA/TDI Assignment Number and will change as transactions are displayed for sub-groups or individual employees within a group. A new page begins whenever the TDA/TDI Assignment Number changes.
- b. Transactions are displayed in the following order:
 - By TDA/TDI Assignment Number
 - Within TDA/TDI Assignment Number by Type of Case (TDA before (TDI)
 - Within Type of Case by File (MF before all others)
 - Within File by Cycle of Issuance
 - Within Cycle of Issuance by Name Control
 - Within Name Control by TIN
 - Within TIN by Transaction Type (Entity transactions before Tax transactions)

c. Line 24 is reserved for paging information. To expedite printing the end-of-line symbol is automatically displayed in the first position of every blank line and after the last character of every partially filled line.

a. Output Display—TAX MODULE

[illegible]

Record Element Description:

Exhibit 2.3.30-2 (Cont. 1) (01-01-2007)
Command Code DAILY Output Display

Item	Line	Position	Description
1	1	1–5	Command Code “ DAILY”
	2	1–18	Literal
2	2	19–22	BRANCH/EMPLOYEE —Same as input
	2	23	HYPHEN (-)
3	2	24–27	AREA OFFICE and TERRITORY OFFICE codes generated from terminal input Format AOTO
	2	37–48	Literal “TRANSACTIONS ”
	2	60–64	Literal
4	2	65–74	DATE. Format is MM/DD/YYYY. This date is today’s date, whereas the printed DTR carries the prior workday’s date.
	4	2–11	Literal
5	4	12–14	TYPE OF CASE . “TDA” OR “TDI”
	4	17–28	Literal
6	4	29–34	CYCLE OF ISSUANCE . If present, Format is “YYYYCC”. Else—blank. See Note 2 below.
	4	38–45	Literal
7	4	46–49	NAME CONTROL
	4	53–56	Literal
8	4	57–68	TIN and FILE SOURCE
9	4	73–77	PDT INDICATOR. Blank if no determination made, else *PDT*.
	5	1–20	Literal
10	5	21	RETURN CONDITION CODE. “F”, if present Otherwise blank. BMF only
	6	1–7	Literal
11	6	8	TDI CODE
			0=No TDI
			1=Open TDI
			2=Closed TDI
			9=Account Consolidation
	6	30–42	Literal
12	6	43–77	PRIMARY NAME

Exhibit 2.3.30-2 (Cont. 2) (01-01-2007)
Command Code DAILY Output Display

Item	Line	Position	Description
	A	1–4	Literal
13	A	5–6	MFT
	A	8–14	Literal
14	A	15–20	TAX PERIOD Format is “YYYYMM”. “0000” if Form 706
	A	22–29	Literal
15	A	30–32	PLAN NUMBER is displayed for EPMF accounts.
	A	34–48	Literal
16	A	49–50	CURRENT STATUS See Note 3 below
	A	52–64	Literal
17	A	65–80	IDRS BALANCE
	B	1–20	Literal
18	B	21–24	PENDING TRANSACTION IDENTIFICATION CODE. Three blanks identify a posted transaction
	B	27–29	Literal
19	B	30–32	TRANSACTION CODE
	B	36–44	Literal
20	B	45–52	TRANSACTION DATE Format is “MMDDYY”.
	B	56–62	Literal
21	B	63–80	TRANSACTION AMOUNT See Note 4 below
	C	58–70	Literal
22	C	71–72	DESIGNATED PAYMENT CODE
	D	37–47	Literal
23	D	48–49	CLOSING CODE See Note 5 below
	D	53–63	Literal
24	D	64–66	PENALTY CODE . Present for TC240 transactions only.

Notes:

- 1 A line is left blank after the last transaction displayed for an entity or tax module.
- 2 CYCLE OF ISSUANCE is present only for TDA/TDI ASSIGNMENT NUMBER nnnn00nn or nnnn8nnn transactions. Never present for TDA Entity Module Transactions
- 3 CURRENT STATUS is present only for TDA Tax Module Transactions. Shows status as of most recent daily or weekly status update, for a research guide
- 4 TRANSACTION AMOUNT is present only for Standard type transactions.

Exhibit 2.3.30-2 (Cont. 3) (01-01-2007)
Command Code DAILY Output Display

Item	Line	Position	Description
5			CLOSING CODE is only present for TC 47x type transactions.
6			Literals will be printed only when significant data is present.

Output Display—ENTITY MODULE

[illegible]

Record Element Description:

Exhibit 2.3.30-3 (Cont. 1) (01-01-2007)
Command Code DAILY Response

Item	Line	Position	Description
1	1	1–5	COMMAND CODE “DAILY”
	2	1–18	Literal
2	2	19–22	BRANCH/EMPLOYEE —Same as input
	2	23	HYPHEN (-)
3	2	24–27	AREA OFFICE and TERRITORY OFFICE codes generated from terminal input Format AOTO
	2	37–48	Literal “TRANSACTIONS ”
	2	60–64	Literal
4	2	65–74	DATE. Format is MM/DD/YYYY. This date is today’s date, whereas the printed DTR carries the prior workday’s date.
	4	2–11	Literal
5	4	12–14	TYPE OF CASE. “TDA” or “TDI”
	4	17–28	Literal
6	4	29–34	CYCLE OF ISSUANCE . If present, Format is “YYYYCC”. Else—blank. See Note 2 below.
	4	38–45	Literal
7	4	46–49	NAME CONTROL
	4	53–56	Literal
8	4	57–68	TIN and FILE SOURCE
9	4	73–77	PDT INDICATOR . Blank if no determination made, else *PDT*.
	5	1–20	Literal
10	5	21	RETURN CONDITION CODE. “F”, if present Otherwise blank. BMF only
	6	1–7	Literal
11	6	8	TDI CODE
			0=No TDI
			1=Open TDI
			2=Closed TDI
			9=Account Consolidation
	6	30–42	Literal
12	6	43–77	PRIMARY NAME

Exhibit 2.3.30-3 (Cont. 2) (01-01-2007)
Command Code DAILY Response

Item	Line	Position	Description
	A	1–20	Literal
13	A	21–24	PENDING TRANSACTION IDENTIFICATION CODE. Three blanks identify a posted transaction.
	A	27–29	Literal
14	A	30–32	TRANSACTION CODE
	A	38–46	Literal
15	A	47–54	TRANSACTION DATE Format is “MMDDYYYY”.
	B	1–12	Literal
16	B	13–16	NEW NAME CONTROL —If NEW NAME LINE is present
	B	19–29	Literal
17	B	30–33	NAME LINE YEAR (IMF only)—IF NEW NAME LINE is present
	B	36–44	Literal
18	B	45–79	NEW NAME LINE up to 4 lines will be displayed if necessary
	C	34–44	Literal
19	C	45–79	NEW STREET ADDRESS
	D	36–44	Literal
20	D	45–66	NEW CITY
	D	69–74	Literal
21	D	75–76	STATE
	E	64–67	Literal
22	E	68–79	NEW ZIP CODE
	F	1–8	Literal
23	F	9–20	NEW TIN with FILE SOURCE

NOTES:

1. A line is left blank after the last transaction displayed for an account.
2. CYCLE OF ISSUANCE is present only for TDA/TDI ASSIGNMENT NUMBERS nnnn00nn and nnnn8nnn transactions.
3. Elements 16 through 23 are present only if change type transaction and even then they may not all be present.

Exhibit 2.3.30-3 (Cont. 3) (01-01-2007)
Command Code DAILY Response

Item	Line	Position	Description
4.			Literals will be printed only if significant data is present.

