August 10, 2016

Amended Charter

ELECTRONIC TAX ADMINISTRATION ADVISORY COMMITTEE

1. Official Title: Electronic Tax Administration Advisory Committee (ETAAC).

2. Authority: The establishment and operation of this advisory committee is required by the IRS Restructuring and Reform Act of 1998, Title II, Section 2001 (b) (2). The charter is prepared and filed in accordance with the provisions of the Federal Advisory Committee Act (FACA), 5 U.S.C., App. 2.

3. Objective and Scope of Activities: The purpose of the ETAAC is to provide continued input into the development and implementation of the IRS organizational strategy for electronic tax administration. The ETAAC will provide an organized public forum for discussion of electronic tax administration issues such as prevention of identity theft and refund fraud in support of the overriding goal that paperless filing should be the preferred and most convenient method of filing tax and information returns. The ETAAC members will convey the public's perceptions of IRS electronic tax administration activities, offer constructive observations about current or proposed policies, programs and procedures, and suggest improvements.

4. Description of Duties: The ETAAC's duties are to research, analyze, consider and make recommendations on a wide range of electronic tax administration issues and to provide input into the development and implementation of the strategic plan for electronic tax administration. The Chair of the ETAAC, in conjunction with the Commissioner of Internal Revenue and the Secretary, shall report annually to the Congress on (1) the progress of the IRS in meeting the goal of receiving electronically 80 percent of all tax and information returns; (2) maintaining and enhancing electronic filing participation; (3) the legislative changes necessary to assist the IRS in meeting such goal; and (4) the effects on small businesses and the self-employed of electronically filing tax and information returns.

5. Official to Whom the Committee Reports: The ETAAC no later than June 30 annually provides a report to the Commissioner of the Internal Revenue Service and the Committees on Ways and Means, Appropriations, Government Reform and Oversight and Small Business of the House of Representatives and the Committees on Finance, Appropriations, Governmental Affairs and Small Business of the Senate.

6. Support Services: The IRS Office of National Public Liaison provides the necessary support services for the ETAAC.

7. Estimated Annual Operating Costs and Staff Years: The estimated annual cost to operate the ETAAC is $550,000 (including three staff years). Annual operating costs include, but are not limited to, travel expenses and staff salaries. While ETAAC members are not compensated for their time or services, they are reimbursed for their travel-related expenses to attend public meetings and working sessions, in accordance with 5 U.S.C. Section 5703.

8. Designated Federal Officer (DFO): The DFO (or designee) is a full-time or permanent part-time federal employee who will be appointed by the Chief, Communications & Liaison, and shall ensure compliance with the requirements of FACA and its implementing regulations. The DFO will approve or call all of the advisory committee and subcommittee meetings, prepare and approve all meeting agendas, attend all committee and subcommittee meetings, adjourn any meeting when determined to be in the public interest, and chair meetings when directed by the Director, National Public Liaison.

9. Estimated Number and Frequency of Meetings: The ETAAC conducts at least one, but no more than two public meetings annually, and several working sessions face-to-face as budget allows. In addition, an orientation session is held each year and specific issues being worked may require additional meetings.

10. Duration: The ETAAC is a continuing advisory committee.

11. Termination: The ETAAC charter expires two years from the date this charter is filed.

12. Membership and Designation: The ETAAC members are approved for appointment as representatives by the Department of the Treasury upon recommendation of the IRS Commissioner. The ETAAC members are selected through a structured, IRS-managed application process that seeks members with experience in cybersecurity and information security, tax software development, tax preparation, payroll and tax financial product processing, systems management and improvement, implementation of customer service initiatives, consumer advocacy and public administration. Each ETAAC member serves a one-, two- or three-year term -- appointments are staggered to ensure a diverse and balanced membership. The number of members will vary based on the

electronic filing community including tax practitioners, tax preparers, computerized tax processors, business owners and state tax administrators. Members are required to attend all ETAAC meetings. Upon approval of the Department of the Treasury, the Director reserves the ability to replace any member who is unable to fully participate in the committee meetings.

13. Subcommittees: The DFO has the authority to create subcommittees that must report back to ETAAC. The subcommittees may not provide advice or work products directly to the IRS.

14. Recordkeeping: The records of the ETAAC and its subcommittees will be handled in accordance with the General Records Schedule 6.2 or other approved IRS records disposition schedule. The records will be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

15. Filing Date: The filing date of this charter is: 12/13/16.

Approved:

Date: 8/19/2016

John A. Koskinen,
Commissioner of Internal Revenue

Approved:

Date: 12/6/16

Kody H. Kinsley,
Assistant Secretary for Management