
General Information Memorandum

ISD-GI 15-27

TO: ISD Employees
FROM: *MM* Marilyn Martinez, Director, Income Support Division
RE: IEVS Required Poster
DATE: May 15, 2015

In order to meet the security requirements of the IRS, the following poster must be posted near all network printers/copy machines used by ISD employees:

IEVS Poster (ISD 801)

ISD 801 gives you information on Unauthorized Inspection and Unauthorized Disclosure penalties and the procedure to report an incident of Unauthorized Inspection or Unauthorized Disclosure.

The Human Service Department must require personnel to report any suspected security incidents upon discovery of the incident no later than 24 hours after identification of a possible issue involving Federal Tax Information (FTI).

Please use the attached copy of the required poster. Do not post ISD 801 in the lobby.

If you have any questions regarding this GI, please contact Suzanne Duran-Vigil at 505-827-7289 or SuzanneP.Duran-Vigi@state.nm.us.

Attachments:
ISD 801 IEVS Poster



IRS PENALTIES APPLY TO YOU!!

UNAUTHORIZED INSPECTION of returns or return information: It is unlawful to inspect any information (except as authorized by this title). PENALTY – Any violation shall be punishable upon conviction by a fine in any amount exceeding \$1,000 or imprisonment for not more than 1 year OR both, together with the cost of prosecution. IRC Section 7213A

UNAUTHORIZED DISCLOSURE of information, returns and return information: It is unlawful to disclose to any person, except as authorized in this title, any return or return acquired by him or another person. PENALTY – Any violation shall be a FELONY punishable by a fine in any amount exceeding \$5,000 or imprisonment of not more than 5 years OR both. IRC Section 7213

CIVIL DAMAGES FOR UNAUTHORIZED INSPECTION OR DISCLOSURE of returns and return information: In general, any individual who knowingly or by reason of negligence inspects or discloses any return or return information with respect to a taxpayer in violation of IRC Section 6103, such taxpayer may bring civil action for damages against such person. IRC Section 7431.

For more information, please refer to IRS Publication 1075

Report an unauthorized access or disclosure of tax information to:

IEVS Coordinator at 505-827-7274

Treasury Inspector General (TIGTA) Denver Field Office 1-303-291-6102

OR

TIGTA National Hotline 1-800-589-3718

AND

Email a Data Incident Report to the IRS Office of Safeguards Inspections at

SafeguardsReports@IRS.gov