



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**  
Division of Social Services

**ROY COOPER** • Governor  
**MANDY COHEN, MD, MPH** • Secretary  
**WAYNE E. BLACK** • Director  
**CHILD SUPPORT SERVICES**

May 7, 2018

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES  
ATTENTION: Child Support Managers and Supervisors

SUBJECT: INFORMATION: IRS 1075 Manual Updates

The Child Support Services Manual has been updated to include contact and procedural information regarding improper disclosure of Federal Tax Information (FTI) based upon IRS Publication 1075 dated September 2016. The IRS Publication 1075 contains policies and procedures outlining the handling and safeguarding of FTI by federal, state and local agencies.

This information can be found in Chapter B, Topic 02, Section F of the Child Support Services Manual.

If you have any questions, please contact Randy Burwell at 919-855-4449 or Antoinette Jones at 919-527-7296 or your Regional Program Representative.

Sincerely,

A handwritten signature in cursive script that reads "Carla L. West".

Carla L. West  
Section Chief

cc: IV-D Regional Program Representatives  
CSS\_18\_27