



DATE August 20, 2020

MEMORANDUM FOR APPROVAL APPLICANTS

FROM: DENNIS FERLICH  
Chief, MSHA Approval and Certification Center

SUBJECT: Internal Revenue Service Taxpayer Identification Number Requirement  
for Approval Applications

The Debt Collection Improvement Act of 1996 (DCIA) requires the Approval and Certification Center (A&CC) to obtain an Internal Revenue Service Taxpayer Identification Number (TIN) from applicants requesting a Mine Safety and Health Administration (MSHA) approval. An agency is required to obtain a TIN in any case which may give rise to a receivable where the individual or entity is considered to be doing business with the government. Persons doing business with the government would include lenders and servicers under federal guaranteed or insured loan programs; applicants for and recipients of federal licenses, permits, rights-of-way, grants, or benefit payments; contractors; and entities and individuals owing fines, fees, royalties, or penalties to the agency. The text of the DCIA is available at <https://www.fiscal.treasury.gov/files/dms/dmdcia.txt>. Frequently asked questions concerning the DCIA are available at <https://www.fiscal.treasury.gov/dms/faqs/faq-about-dcia.html>.

Beginning July 1, 2020, MSHA has required a TIN be included with all new approval applications, and required this number from current applicants before continuing work on any existing approval applications. Approval applicants were notified of this change. We will void and return to the applicant all new applications that do not include a TIN. Existing applicants will receive a request for a TIN. If the applicant fails to provide this number within seven days of this request, the application will be canceled and you will receive an invoice for the cost of the time already spent evaluating your application.

MSHA protects the TINs from public disclosure consistent with applicable law, including the Privacy Act of 1974.

If you have any questions or need additional information, please contact Dennis Ferlich at [ferlich.dennis@dol.gov](mailto:ferlich.dennis@dol.gov) or (304) 547-2029.