

ENTERPRISE SYSTEM CATALOG

California Government Code Section 6270.5 requires most of California’s public agencies to create and maintain a catalog of all enterprise systems, subject to certain exceptions. Enterprise systems are software applications or computer systems that collect, store, exchange, and analyze information that the public agency uses to organize and run its operations.

Vendor and Product	System Purpose	Categories / Types of Data	Department/Primary Custodian	Frequency of Collection	Frequency of Update
Microsoft; Microsoft Office	Administrative documents	Communication, organizational data	Administration	Daily	Daily
Microsoft; Microsoft Exchange Server	Microsoft Exchange Server	Emails and attachments; calendar; tasks, contacts	Administration	Daily	Daily
Frontline Education; Escape Online	Financial accounting and reporting, human resource management	AP, AR, payroll, HR, general ledger, reports	Administration	As needed	As needed
Dell; Laptops	Hardware utilized for electronic transmissions	Software programs	Administration	Daily	Daily
Weebly; Weebly	Web content	Information, forms, agendas, minutes	Administration	As needed	As needed
Survey Monkey; Survey Monkey	Survey management	Survey responses	Administration	As needed	As needed