

## Humboldt County Resource Conservation District

5630 South Broadway, Eureka California 95503

(707) 442-6058 x5

### ***SB 272 Compliance-Enterprise System Catalog Governmental Code 6270.5***

**Vendor/Product:** Microsoft/Office Suite

**System Propose:** Suite of applications, servers and services used for creating administrative documents, project reports and presentations and email.

**Types of Data:** Various Microsoft Office file types

**Department:** Administrative, Management, Support Staff

**Frequency of Collection:** Daily

**Frequency of Update:** On Demand (manual updates upon vendor release)

**Vendor/Product:** Thomas Reuters/Client Bookkeeping System

**System Propose:** Business bookkeeping and management system. A desktop program on the client's computers back by professional accountant support. CBS includes traditional, double-entry accounting with a chart of accounts set up by the accountant, allowing clients the ability to enter transactions in accordance with generally accepted accounting principles. Daily transactions, process payroll, manage payables and receivables, print checks, and generate financial reports.

**Types of Data:** Proprietary Database

**Department:** Financial, Administrative

**Frequency of Collection:** Daily

**Frequency of Update:** On Demand (manual updates upon vendor release)

**Vendor/Product:** Adobe/ Acrobat Standard

**System Propose:** Application to view, create, manipulate, print and manage files.

**Types of Data:** Portable Document Format (PDF).

**Department:** Administrative, Management, Support Staff

**Frequency of Collection:** Daily

**Frequency of Update:** On Demand (manual updates upon vendor release)

**Vendor/Product:** FileZilla

**System Propose:** It allows transfer files between local computer and a server on the Internet.

**Types of Data:** HTML, HTM

**Department:** Administrative

**Frequency of Collection:** Daily

**Frequency of Update:** On Demand (manual updates upon vendor release)

**Vendor/Product:** ESRI/ArcGIS

**System Propose:** Geographic information system (GIS) mapping software

**Types of Data:** Geodatabase, Shapefiles

**Department:** Administrative, Management, Support Staff

**Frequency of Collection:** Daily

**Frequency of Update:** On Demand (manual updates upon vendor release)