

Enterprise System Catalog

Senate Bill 272 - California Public Records Act

Approved by California Governor Jerry Brown on October 11, 2015, Senate Bill 272 adds a section to the California Public Records Act requiring state and most local government agencies to create a catalog of Enterprise Systems by July 1, 2016, with annual updates.

Enterprise System

An Enterprise System, as defined by Senate Bill 272, is a software application or computer system that collects, stores, exchanges, and analyzes information an agency uses that is both of the following:

- A multi-departmental system or a system that contains information collected about the public
- A system that serves as a 'system of record' or an original source of data within an agency

Requirements

1. Create a catalog of enterprise systems containing:
 - Current system vendor
 - Current system product
 - System's purpose
 - Description of categories or types of data
 - Department that is the prime custodian of the data
 - Frequency that system data is collected
 - Frequency that system data is updated
2. To make the catalog publicly available upon request
3. To post the catalog in a prominent location on the agency's website

Disclosure of Enterprise System Information

Government Code § 6270.5

Updated June 2016

Vendor	Product	Purpose	Data Type	Custodian	Freq_Collected	Freq_Updated
Microsoft	Office 365	Productivity Suite	Letters Spreadsheets	Information Services	Daily	Daily
Caselle	Caselle	Financial System	Accts Receivable Accts Payable Payroll Purchasing	Finance	Daily	Daily
Microsoft	Exchange Online	Email System	Enterprise Electronic Mail	Information Services	Daily	Daily