

***Disclosure of Enterprise System Information –
SB 272 (2015)/Government Code 6270.5***

| Vendor | Product | Purpose | Data Stored | Custodian | Frequency Collected/Updated |
|-----------|-----------------|---------------------------------|------------------------|--------------------|-----------------------------|
| Microsoft | Office | Office Productivity | office files | Finance Department | Weekly |
| Microsoft | Exchange Server | Office management | office files | Finance Department | Weekly |
| Intuit | QuickBooks | Accounting | accounting records | Finance Department | As needed |
| Adobe | Acrobat Reader | Electronic Document Reader | electronic filing | Finance Department | As needed |
| Adobe | Acrobat Editor | Electronic Document Editing | electronic filing | Finance Department | As needed |
| Nitro | Acrobat Editor | Electronic Document Editing | electronic filing | Finance Department | As needed |
| Pro-Ware | Asset Keeper | Asset and Depreciation Tracking | asset records | Finance Department | Annually |
| Calabash | Calabash | Well site database | well-site records | Administration | As needed |
| Esri | ArcGIS | GIS mapping | database records, maps | Operations | As needed |