

# **SB272 Catalog of Enterprise Systems**

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## **Which Enterprise Systems are Covered by SB 272**

Governor Brown approved SB 272 in October 2015, addition section 6270.5 to the California Public Records Act (the “Act,” Government Code Sections 6250-6276.48). Section 6270.5 defines an enterprise system as a software application or computer system that collects, stores, exchanges, and analyzes information that the agency uses that is (1) a multi-departmental system or system that contains information collected about the public and (2) a system of record. A system of record means a system that serves as an original source of data within an agency. SB 272 requires that local agencies create a catalog of multi-departmental systems or systems containing information about the public that store original records, and the post the catalog on their website.

## **Which Systems are Excluded**

Enterprise systems do not include cyber security systems, infrastructure and mechanical control systems, or information that would reveal vulnerabilities to, or otherwise increase the potential for an attack on, a public agency’s IT system. Additionally, section 6270.5 does not automatically require disclosure of the specific records that the IT systems collect, store, exchange or analyze; however, the Act’s other provisions pertaining to disclosure of such records still apply.



## Carmel Area Wastewater District - Enterprise System Catalog

System Vendor	System Product	Brief Statement of System's Purpose	General Description of Categories or Types of Data	Custodian	Frequency of Data Collection	Frequency of Data Update
Red Zone	ICOM	Collection System Asset Management Software	District info, work orders, property info	Collections	Daily	Daily
Sample Master	LIMS	Lab Information management	District info, lab results, permit data	Lab	Daily	Daily
JB Systems.com	Mainsaver CMMS	Computerized Maintenance Management System Software	District info, maintenance records, purchase orders	Maintenance	Weekly	Weekly
Microsoft	Office 365	Outlook, Sharepoint, Office Applications	Email, Forms, Intranet	Exceedio	Daily	Daily
Sage Software	Business Works	Accounting software	General Ledger, Accounts Receivable, Accounts Payable, Cash Management	Accounting	Daily	Daily
Sage Software	Best Fixed Assets	Accounting software	Fixed Asset management	Accounting	Annual	Annual
Jack Doheany	ITPipes	CCTV Assessment Software	Management of Sewer line inspections	Collections	Weekly	Weekly
1099 Express	1099 Express	Prepare and file annual 1099's	Payments to vendors	Accounting	Annual	Annual
Fuel Master	FuelMaster Plus	Tracking fuel usage	Obtain plant operational data	Operations	Monthly	Monthly
Worksmart Automation	Report Builder	Treatment plant operational data	Obtain plant operational data for process control and permit reporting	Operations	Daily	Daily
ENPDES	Disch_2_eSMRDMR	Treatment Plant Operational Permit Reporting	collate and convert data for reporting purposes	Lab	Monthly	Monthly
Green Infrastructure Design	ArcGIS	GIS mapping & Collections asset inventory	District Collections asset database	Collections & Source Control	Daily	Daily