



Tulare County Resource Conservation District

3530 W. Orchard Court ~ Visalia, CA 93277
Phone: (559) 622-0378 ~ fax (559) 636-3277

Enterprise System Catalog:

SB 272 Government Code 6270.5 Compliance

Vendor: **Microsoft**

Product: **Office Suite**

System Purpose: For creating administrative documents and email management

Data Type: Agendas, minutes, spreadsheets, email correspondence, documents, reports, contracts

Custodian: Not applicable

Frequency Collected: Daily

Frequency Updated: On demand (manual updates upon vendor release)

Vendor: **Intuit Quickbooks**

Product: **Quickbooks Premier 2016**

System Purpose: Accounting software to track grant invoicing and budgets, vendor bills and payments, and personnel payroll

Data Type: Accounting

Custodian: Not applicable

Frequency Collected: As needed

Frequency Updated: On demand (automated)

Vendor: **Adobe**

Product: **Acrobat XI Pro**

System Purpose: Document imaging, editing, management

Data Type: Portable Document Format (PDF)

Custodian: Not applicable

Frequency Collected: Daily

Frequency Updated: On demand (manual updates upon vendor release)
