

INFORMATION SYSTEM INVENTORY DATA WORKSHEET

1. Government/Agency	
2. System Name	3. Alternate Name
4. System Owner	5. System Analyst
6. System is Off the shelf <input type="checkbox"/> Custom, In-house <input type="checkbox"/>	
7. Implementation Date	
8. System Description	
9. Hardware	
10. Software	
11. Back-up Procedures	
12. Purging Procedures	
13. Provisions for upgrades or migration	
14. System Documentation	
15. Department(s) using system	
16. Number of Records Series on system (attach inventory worksheets to this form)	
17. Name of Person Completing Form	18. Date