

System Inventory and Definition

IT System Inventory and Definition Document				
I. IT System Identification and Ownership				
IT System ID		IT System Common Name		
Owned By				
Physical Location				
Major Business Function				
System Owner Phone Number		System Administrator(s) Phone Number		
Data Owner(s) Phone Number(s)		Data Custodian(s) Phone Number(s)		
Other Relevant Information				
II. IT System Boundary and Components				
IT System Description and Components	Hardware Components			
	Software Components			
	Intended Audience			
IT System Interfaces	End User Interfaces			
	Administrative Interfaces			
	Database Connections			
	Loads, Extracts or Other Connections			
IT System Boundary	Data Boundary			
	Physical/Hardware Boundary			
	Support Boundary			
III. IT System Operability and Agreements				
External Agency or Hosting Vendor	IT System Name	IT System ID	IT System Owner	Interoperability Security Agreement \ Terms and Conditions
IV. IT System and Data Sensitivity				

Type of Data	Sensitivity Ratings*			
	Data Classification	Confidentiality	Integrity	Availability
Overall IT System Sensitivity Rating and Classification	Overall IT System Sensitivity Rating			
	Must be "high" if sensitivity of any data type is rated "high" on any of the criteria			
	<input type="checkbox"/> HIGH <input type="checkbox"/> MODERATE <input type="checkbox"/> LOW			
	IT System Classification			
Must be "Sensitive" if overall sensitivity is "high"; consider as "Sensitive" if overall sensitivity is "moderate"				
<input type="checkbox"/> SENSITIVE <input type="checkbox"/> NON-SENSITIVE				
V. IT System Management Practices				
<u>ITS Standards</u>	Acceptance of ITS Standards		If No, Describe	
Account Management	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
Backups Schedules	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
Server Management	<input type="checkbox"/> YES	<input type="checkbox"/> NO		
IT Security Program	<input type="checkbox"/> YES	<input type="checkbox"/> NO		

Additional Information:

Compliance:

*For Data that is protected by law, regulation, or compliance requirement, document the applicable laws, regulations or compliance requirements for each type of covered data:

System Diagram:

Description or diagram of the system and network architecture, including all components of the system and communications links connecting the components of the system, associated data communications and networks:

IT System Inventory			
Review Log			
Reviewed By:		Review Date	