

Address: Fair Oaks Cemetery
7780 Olive Street,
Fair Oaks, CA 95628

Phone: (916) 966-1613

ENTERPRISE SYSTEM CATALOG:
August 01, 2019

Vendor and Product:	Microsoft, Word
System Purpose:	Board Meeting Agendas & Minutes, Correspondence, Administrative Documents, Annual Audit Reports, Financial Reports, Budget.
Categories/Types of Data:	Contact information, Burial Information, Board Meeting Information, District Financial Information, Agenda & Minutes, Budget.
Dept./Primary Custodian:	Not Applicable
Frequency of Collection:	As Needed
Frequency of update:	As Needed

Vendor and Product:	Microsoft, Excel
System Purpose:	Administrative Documents, Financials Reports, State Controllers Report.
Categories/Types of Date:	Board Meeting Information, District Financial Information, Special Reports.
Dept./Primary Custodian:	Not Applicable
Frequency of Collection:	As Needed
Frequency of update:	As Needed

Vendor and Product:	Microsoft Excel
System Purpose:	Record of Monthly Financials and Statements
Categories/Types of Data:	District's financial information, names of vendors.
Dept./Primary Custodian:	Not Applicable
Frequency of Collection:	As Needed
Frequency of update:	As Needed

Vendor and Product:	CemSites Software & Webpage Design
System Purpose:	Burial Records
Categories/Types of Data:	Decendent's name, address of record, date of birth, date of death, location Of death, date of interment, type of interment, veteran status, gender, Location of interment, name and address of mortuary, Informant's name And contact information, prices and products purchased and paid.
Dept./Primary Custodian:	Not Applicable
Frequency of Collection:	As Needed
Frequency of update:	As Needed
