

## APPENDIX 9

### SAMPLE ASSET INVENTORY

DATA SYSTEMS	DESCRIPTION	QUANTITY	COST	LOCATION	SOURCE*
Computer Hardware					
Logical/Physical					
Configuration Diagram					
Systems Software					
Application Software					
Facilities					
Communications					
Equipment					
Data Files					
Documentation					
Supplies					
Office Equipment					
Forms/Paper					
Vendor Support					
Personnel					

\* Refer to physical location or contract number if equipment, software, etc. source during a business disruption has been previously contracted for.