

**La Habra Heights County Water District
SB272 Data Collection Software**

Product	Vendor	Purpose	Data Category	Custodian	Collection Frequency	Update Frequency
UMS	CUSI	Billing/Customer Svc	Billing	Customer Service	Daily	Monthly
CYMA	Kerr Consulting	Accounting	Financial	Finance	Daily	Monthly
ReadCenter	Badger	Meter Reading	Operations	Operations	Weekly	As Needed
Backflow	Microsoft Excel	Backflow Device Monitor	Operations	Operations	Monthly	As Needed
Office	Microsoft	Outlook Email / Calendar Tracking	Business Correspondence	HR/Finance	Daily	Monthly
Office (cont)	Microsoft	Word / Excel / PowerPoint	Business Letters, Documents, Spreadsheets & Presentations	HR/Finance	Daily	Monthly
Reader	Adobe	PDF Documents	Business PDF Viewing	Customer Service & Finance	Daily	As Needed