OSU

Office of Information Security

Service/System Name		
Author		
Date		
Overview		
	Purpose/Function of Service or System	
	Client base	
	Primary system administrator - include dept/group, phone, office	
	Additional system administrators - include dept/group, phone, office for each	
	Physical location of server	
	Describe the backup processes implemented	
	Criticality	
Hardware		
	CPU(s)	
	RAM/Memory	
	Disk space	
	Special Hardware	
	Vendor information	
	Support contract information	
Networking / Connectivity		
	MAC Address(es)	
	IP Number(s)	
	DNS Name(s)	
Software		
	OS Version	
	Revision / Patch Level	
	Vendor information	
	Support contract information	
Applications		
Databases	include type (DB2, Oracle, etc) version / patch level, number of licenses, etc	
	Vendor information and support contract information	

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Author Date		
Commercial	If DB is housed on another system, identify the system and party responsible for that system	
	include version / patch level, number of licenses, brief description of purpose, etc	
	Vendor information and support contract information for each commercial application	
Internal / Custom	include approximate implementation date, last revision date, brief description of purpose, etc	
	developer information (sysadmin, Software Svcs, etc) for each internal application	
Other		
	Detail any other unique or significant information regarding this service or system	