Appendix B

Commonwealth of Virginia
Database Index Reporting Form

1. **Public Body Name & Numeric Code:** Virginia Housing Development Authority (1002)
4. **Point of Contact: Judson McKellar**
2. **Database Title:** Asset Tracking Database
5. **Phone Number: (804)343-5540**
3. **Database Acronym:** **ASSETTRAK**
6. **Signature & Date:** Judson McKellar 7/15/99

7. **Database Description and Contents:** *(Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)*

The purpose of the Asset Tracking Database is to store computer hardware and software data for tracking, accounting, and management purposes.

The Asset Tracking system is a Sybase 11.5.1 database on an IBM AIX platform.

Information from the database may be made available, except where exempted or otherwise restricted by statute.

** IN PRODUCTION AFTER JULY 1, 1998

Note: Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in item 4 for further details.

8. **Date of Last Update:** July 1, 1999
9. **Frequency of Update:** ☒ Daily, ☐ Weekly, ☐ Monthly, Other:

10. **Formats Available and Schedule of Fees:** *(Provide a description of each format in which the database is made available, and the cost, if any, of each format.)*

a. Format	b. Cost
Ad Hoc Queries (on paper or diskette)	$55 per staff hour, minimum 1 hour charged

Send completed form to The Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-1905 (Attn: Mary Clark).

5/30/97