

ANNEX A-5: EXISTING INFORMATION & COMMUNICATIONS TECHNOLOGY (ICT) INFRASTRUCTURE INVENTORY

AGENCY NAME: _____
Respondent (IS Planner/CIO/MIS Head) ¹ : _____
Position / Désignation: _____
Division/Section/Unit: _____
Telephone/Fax Number: _____
Respondent's Email Address: _____

Objectives:

- To identify the hardware, software, network and other ICT resources being used to manage information by National Government Agencies (NGAs), Government-owned and Controlled Corporations (GOCCs), State Colleges and Universities (SUCs), and Constitutional and Financial Autonomous Group (CFAG);
- To update existing benchmark and standards; and
- To provide inputs to the MITHI Steering Committee in determining the ICT budget requirements of the agency.

1. HARDWARE / OTHER ICT EQUIPMENT

Fill-out Instruction:

- Please count all existing computing devices and peripherals owned or leased by your office that are functioning including those acquired through projects. In case of multi-year contract for leased units, then just write the number of units under the appropriate year when the leased units were acquired. Do not include in succeeding years unless another batch was leased. **Reference year is last year.** Kindly replace "last year" and preceding years by the actual year number. For example, if last year is 2013, then write 2013 under the 1st column. For last 2 years, write 2012 and for last 3 years, write 2011.

1.1 Number of Computing Devices and Peripherals by Type and by Year Acquired

TYPES	TOTAL NUMBER OF FUNCTIONING UNITS BY YEAR ACQUIRED						
	<Last Year>		<Last 2 Years>		<Last 3 Years>		More than 3 years
	Owned	Leased	Owned	Leased	Owned	Leased	
Mainframe							
Servers							
Desktop PC							
Laptop / Notebook / Netbook PC							
Mobile Phone ² (incl. smart phones)							
Tablet PC							
Multi-function printer (print, copy, etc.)							
Printer only							
Digital Camera (Include DSLR, if any)							
Wide-format Printer or Plotter							
Small Scanner (ex. flatbed scanner)							
Smart Card Reader							
Wide-format Scanner							
External Hard Drive							
Generator Set							
Others, please specify (continue on a separate sheet if necessary)							

¹ In case all three positions are occupied by different persons, then the IS Planner should have priority in answering this survey.

² Count only the mobile phones owned or leased by your agency.