ASSET MANAGEMENT DEFINITIONS AND MASTER ASSET LIST

Category 1 — Emergency Operations Equipment
Assets that are used for emergency situations in the agency. These assets are located at a central warehouse and can only be added and checked out by the emergency operations manager.
- Portable work lights
- Air conditioners
- Portable heaters
- Generators
- Air circulators
- Canopies

Category 2 — Firearms
Assets under this category are put into the system by the assigned armory officer at each location. These assets include all lethal and non-lethal firearms.
- Pistol
- Shotgun
- Rifle
- Pepper jet
- Electroshock technology
- Grenade/37MM launcher
- Pepper ball gun

Category 3 — Key-Tool Control
Assets under this category are machines and equipment used in day-to-day job duties of Key-Tool control officers.
- Key cutting machines
- Key combinator

Category 4 — Laundry
Assets under this category include all assets used to launder staff and inmate clothing.
- Washers (staff and inmate)
- Dryers (staff and inmate)

Category 5 — Peripheral Device (IT)
Assets in this category include but not limited to:
- Projector
- Printer
- Joystick
- Microphone
- Digital camera
- Network server
**Category 6 — Physical Security**
These assets include all equipment under the control of the Physical Security unit to include but not limited to:
- Camera
- DVR
- Fence technology
- Camera controller
- Receivers
- Transmitters
- Distribution amps
- Tools
- UPS
- Power supply
- Encoder

**Category 7 — Security**
Assets under this category include but are not limited to equipment that will be used in day-to-day duties:
- Two-way radios
- Ballistic vests
- Keywatchers
- Security technology
- Safes

**Category 8 — Food Service**
Assets under this category are found in Food Service locations in facilities. These assets include all cooking and prep machines:
- Heavy duty blender
- Meat slicer
- Brewer
- Warmer
- Mixer
- Convection oven
- Kettle
- Oven
- Braising pan

**Category 9 — Furniture**
Furniture that was initially purchased for $2,500.00 or more.

**Category 10 — Medical**
Assets under this category include any and all equipment that is specific to the practice of medicine including:
- Exam table
- Screener
- AED machine
- Oxygen concentrator
- Ultrasonic sculler
- Blood pressure pulse rate machine
- Dentist chair
- ECG/EKG machine

**Category 11 — Mobile Communications**
Assets under this category are for state-issued cellphones and tablets for the agency. The assigned mobile communications coordinator will add/delete and check out assets from this category.
- Cellular telephones
- Tablets

**Category 12 — Vehicles**
Assets under this category are for all state issued vehicles.
- Agency vehicles
- Facility work vehicles
- ATV

**Category 13 — Trailers**
Assets under this category are for all trailers that do not have a permanent driving vehicle attached.

**Category 14 — Computers**
Assets under this category are for all state issued computers.
- Desktop computers
- Laptop computers
- Mini or small form factor desktops

**Category 15 — Computer Monitors**
Assets under this category are for all state issued computer monitors.
- All computer monitors / all sizes

**Category 16 — VoIP Telephone**
Assets under this category are for all state issued VoIP telephones.
- Physical telephones
- Soft (digital/application) telephones

**Category 17 — Televisions**
Assets under this category are for all televisions/video displays.
- All sizes/manufacturers/models
- Displays used without a computer or specifically made to be used as a television