

M365 Tenant Health Report

Generated October 18, 2026 8:22 AM · 170 groups · 130 sites · 30 app registrations · 10 apps with permissions · 7 CA policies

SECURITY BASELINE

4 of 6

Protections in place · Security Defaults off

ACT NOW

10

Security gaps, risky apps & expiring credentials

NEEDS REVIEW

278

Ownership, activity, consents, cleanup & naming

CHECKS COMPLETED

14 of 14

All health checks ran

OWNED GROUPS

89%

151 of 170 groups

ACTIVE GROUPS

73%

118 of 162 groups

ACTIVE SITES

66%

82 of 125 sites

NAMING POLICY

41%

70 of 170 groups

- This audit only reads from the tenant; it made no changes.
- Group and site activity comes from Microsoft 365 usage reports, which run a day or two behind.
- Some objects appear under more than one check; the tables show each object's other findings.

1. Summary

Area	Check	Priority	Findings
Security	Security baseline gaps	ACT NOW	2
App consent	High-risk app permissions	ACT NOW	4
App registrations	Expiring credentials	ACT NOW	4
Groups	Groups without owners	NEEDS REVIEW	19
App registrations	Apps without owners	NEEDS REVIEW	19
App consent	Medium-risk app permissions	NEEDS REVIEW	2
App registrations	Expired credentials	NEEDS REVIEW	10
Groups	Inactive groups	NEEDS REVIEW	44
SharePoint	Dormant sites	NEEDS REVIEW	43
Conditional Access	Disabled CA policies	NEEDS REVIEW	1
Conditional Access	Unused named locations	NEEDS REVIEW	2
Conditional Access	Unchanged CA policies	NEEDS REVIEW	2
Total			288

Area	Check	Priority	Findings
SharePoint	Possible duplicate sites	NEEDS REVIEW	36
Groups	Group naming	NEEDS REVIEW	100
Total			288

2. Recommendations

- Close each security baseline gap: create or enable Conditional Access policies, starting with MFA for all users and blocking legacy authentication; block device code flow; and turn off user consent to apps. (2 gaps)
- Review each high-risk app with its business owner. Remove permissions it doesn't need, and remove the app if no one claims it. (4 apps)
- Rotate expiring secrets and certificates, and update the services that use them, before they expire. (4 credentials)
- Assign an owner to each ownerless group, or delete the group if no one claims it. (19 groups)
- Assign at least one owner to each app registration, or delete apps no one claims. (19 apps)
- Review medium-risk apps and revoke the consents that are no longer needed. (2 apps)
- Remove expired credentials. For apps with no valid credential, confirm whether the app is still needed and delete it if not. (10 credentials)
- Confirm inactive groups with their owners, then archive or delete them. A group expiration policy keeps this from building up again. (44 groups)
- Confirm dormant sites with their owners, then archive or delete them. (43 sites)
- Delete disabled Conditional Access policies that are no longer needed, after recording their settings. (1 policy)
- Delete unused named locations, or use them in a policy. (2 locations)
- Review long-unchanged Conditional Access policies to confirm their users, apps and exclusions still match current needs. (2 policies)
- Review possible duplicate sites and consolidate their content into one. (36 sites)
- Rename groups to follow the naming policy where practical. (100 groups)
- 5 groups have no owner and no recent activity. These are the first candidates for deletion after a final check.

3. Security baseline

The protections Security Defaults turn on, which Conditional Access policies should provide when Security Defaults are off; user consent to apps turned off, which Security Defaults don't cover; and device code flow blocked, which only a Conditional Access policy can do.

Security Defaults are **off**, so Conditional Access policies must provide the sign-in protections. 5 Conditional Access policies are enabled and 1 is in report-only mode. **4 of 6 protections in place.**

Protection	Severity	Status	Detail
MFA for all users	Critical	In place	Enforced by CA001 - All users - Require MFA
Block legacy authentication	Critical	Gap	No enabled policy blocks legacy authentication (Exchange ActiveSync and other legacy clients) for all users. Legacy protocols can't do MFA, so they're a common way around it. Policy 'CA003 - Block legacy authentication' would cover this but is in report-only mode.
MFA for administrators	High	In place	Enforced by CA001 - All users - Require MFA, CA002 - Admins - Phishing-resistant MFA
MFA for Azure management	High	In place	Enforced by CA001 - All users - Require MFA, CA002 - Admins - Phishing-resistant MFA

Protection	Severity	Status	Detail
User consent to apps off	High	Gap	Users can consent to any app, including apps from unverified publishers, for the permissions that don't need admin consent. Consent phishing relies on this to reach mailboxes and files without a password. Turn user consent off and set up the admin consent workflow.
Block device code flow	High	In place	Enforced by Microsoft-managed: Block device code flow

For the sign-in protections, coverage looks at who and what each policy targets and the control it requires. It doesn't weigh exclusions, locations or other conditions, so review the enforcing policies' exclusions separately.

4. App consent

Apps that have been given access to the tenant's data: by users consenting for themselves, or by an administrator for the whole organization.

Users can consent to **any app**, from any publisher. 10 apps hold delegated or application permissions: 4 consented for the whole organization, 3 with application permissions. Full list in app-consents.csv.

Apps with high-risk permissions

Apps that hold risky application permissions, which work with no user signed in, or unverified apps with risky permissions consented for the whole organization. **4 apps**.

App	Risky permissions	Users	Other findings
Contoso Mail Sync Unverified publisher	Delegated for the whole organization: Mail.ReadWrite, Mail.Send	All	
Fabrikam Cloud Backup Verified publisher: Fabrikam, Inc.	Application permissions (no user needed): Graph/Files.Read.All, Graph/Sites.Read.All	–	
Old Intranet Connector Unverified publisher · disabled	Delegated for the whole organization: Sites.ReadWrite.All	All	
Payroll Connector Unverified publisher	Application permissions (no user needed): Exchange/Mail.Send	–	Apps without owners

Apps with medium-risk permissions

Apps with risky delegated permissions (on behalf of users) consented for the whole organization, or unverified apps with risky permissions that some users consented to. **2 apps**.

App	Risky permissions	Users	Other findings
Survey Helper Unverified publisher	Delegated for 3 users: Mail.Read	3	

App	Risky permissions	Users	Other findings
Zoom Verified publisher: Zoom Video Communications, Inc.	Delegated for the whole organization: Calendars.ReadWrite	All	

Risk is a simple heuristic, not a verdict: it looks at which permissions an app holds, who consented and whether its publisher is verified. Review each app before removing it.

5. App registrations

30 app registrations with 50 secrets and certificates; 0 have none. Full list in app-credentials.csv.

App credentials expiring soon

Client secrets and certificates that expires within 30 days. Apps that use them stop authenticating when they expire. **4 credentials.**

App	Credential	Expires	Owners
Payroll Connector 153f0ba6-b2fb-b2e9-c5b1-22d6c9c03571	Secret 'Payroll Connector key' expires in 8 days	Oct 27, 2026	None
Phone System Bridge e0a9150a-bb2b-fc14-fc6f-5b8c63976e7b	Secret 'Phone System Bridge key' expires in 11 days	Oct 30, 2026	Ruby Fujita
Power BI Embedded 99fc1e1f-e7cf-c6cf-1625-2d7618a55071	Secret 'Power BI Embedded key' expires in 18 days	Nov 6, 2026	Rosa Evans
eSignature 2f113faa-3fb4-70ee-451f-cc5305b96c70	Secret 'eSignature key' expires in 25 days	Nov 13, 2026	Iris Lopez

Expired app credentials

Secrets and certificates past their end date. If the app has another valid credential they're clutter; if not, the app is broken or unused. **10 credentials.**

App	Credential	Expired	Owners
Legacy Reporting a67b952e-df54-04d6-5e00-e737a436ce96	Secret 'Legacy Reporting key' expired 810 days ago; the app has a valid credential, so this one can be removed	Jul 30, 2024	Nora Chen
Marketing Automation 7251a0da-22c8-99e4-230a-6d6b9129133d	Certificate 'Marketing Automation key' expired 810 days ago; the app has no valid credential, so it may be broken or unused	Jul 30, 2024	None
Expense App 705d7fa0-d296-b5c3-a5ba-fe1a1d838459	Certificate 'Expense App key' expired 743 days ago; the app has a valid credential, so this one can be removed	Oct 5, 2024	Noah Chen

App	Credential	Expired	Owners
Inventory API f089fd47-9ebf-ce47-d2f6-2d2c998bbc5f	Certificate 'Inventory API key' expired 705 days ago; the app has a valid credential, so this one can be removed	Nov 12, 2024	None
Monitoring Agent e728f0ae-fcc6-b3c5-60b1-db0c0086eaa7	Certificate 'Monitoring Agent key' expired 673 days ago; the app has a valid credential, so this one can be removed	Dec 14, 2024	None
SSO - Travel Portal dc366426-ee5f-c434-afd7-f6fb61f8099f	Secret 'SSO - Travel Portal key' expired 614 days ago; the app has no valid credential, so it may be broken or unused	Feb 11, 2025	None
Mobile App 1fbbcdb5-70f1-f2e6-bb9c-5ca52c68cf60	Secret 'Mobile App key' expired 494 days ago; the app has no valid credential, so it may be broken or unused	Jun 11, 2025	None
Print Management 114ee9d3-2231-5696-97e5-db205a09adeb	Secret 'Print Management key' expired 465 days ago; the app has no valid credential, so it may be broken or unused	Jul 10, 2025	Leo Patel
SSO - Travel Portal dc366426-ee5f-c434-afd7-f6fb61f8099f	Certificate 'SSO - Travel Portal key' expired 334 days ago; the app has no valid credential, so it may be broken or unused	Nov 18, 2025	None
Marketing Automation 7251a0da-22c8-99e4-230a-6d6b9129133d	Secret 'Marketing Automation key' expired 224 days ago; the app has no valid credential, so it may be broken or unused	Mar 8, 2026	None

App registrations without an owner

App registrations with no owner, so no one is accountable for their credentials and permissions. **19 apps.**

App	Credentials	Created	Other findings
Analytics Pipeline 3c0a289d-7006-ac68-a546-172a052bf551	2 credentials	Apr 1, 2026	
Archive Connector 8a4c638a-7e80-0bbb-b85a-7d7e1899f5de	1 credential	Jan 30, 2026	
Backup Service a29ddde4-a7fd-8e07-e99a-e0871bc2f90e	1 credential	Jul 8, 2026	
Badge System 7f5d6d86-7f61-7698-9683-925798b4419e	2 credentials	Dec 6, 2022	
Calendar Sync 3623e048-7a6e-d8ae-13af-4d9d4070ebdd	2 credentials	Jun 10, 2024	
Dev Sandbox e053cb69-2d45-2724-d5ef-c45dbe2ea40a	1 credential	Sep 8, 2026	
Inventory API f089fd47-9ebf-ce47-d2f6-2d2c998bbc5f	2 credentials, 1 expired	Dec 20, 2025	

App	Credentials	Created	Other findings
Marketing Automation 7251a0da-22c8-99e4-230a-6d6b9129133d	2 credentials, 2 expired	Feb 6, 2024	
Mobile App 1fbbcd5-70f1-f2e6-bb9c-5ca52c68cf60	1 credential, 1 expired	Apr 4, 2023	
Monitoring Agent e728f0ae-fcc6-b3c5-60b1-db0c0086eaa7	2 credentials, 1 expired	Sep 14, 2022	
Payroll Connector 153f0ba6-b2fb-b2e9-c5b1-22d6c9c03571	2 credentials	Jul 22, 2024	High-risk app permissions
Signature Manager 0ecbb678-fa83-cc74-832c-450da63d62c3	2 credentials	Jun 22, 2025	
SSO - Learning 69c7f54e-931c-2569-b16b-43efe89cdad0	2 credentials	Feb 20, 2025	
SSO - Travel Portal dc366426-ee5f-c434-afd7-f6fb61f8099f	2 credentials, 2 expired	Oct 30, 2022	
Teams Bot 0da2b34b-d27e-1247-0108-2436c599dcha	2 credentials	Dec 22, 2023	
Test App 9ddf9ae4-6738-93b5-4a87-f4129276ece1	1 credential	Apr 20, 2024	
Ticketing Bridge 3098e283-910c-d195-7f6a-68f727b0eb92	1 credential	Apr 1, 2023	
Vendor Portal edb00e61-ccf1-7e13-3c24-695fe7ae4603	2 credentials	Nov 18, 2023	
Website CMS d3e990b9-e711-5e25-b367-72c1ee23ab12	2 credentials	Sep 8, 2026	

6. Microsoft 365 groups

170 Microsoft 365 groups, 99 Teams-enabled. Full lists in group-inventory.csv and group-activity.csv.

Groups without an owner

Microsoft 365 groups with no owner, so no one manages membership, receives expiration notices or answers access reviews. **19 groups.**

Group	Type	Members	Last activity	Created	Other findings
Engineering Planning EngineeringPlanning47@northwindtraders.com	Public	29	Sep 22, 2026	Apr 25, 2023	Group naming

Group	Type	Members	Last activity	Created	Other findings
Finance Recruiting FinanceRecruiting15@northwindtraders.com	Teams-enabled · Private	55	Sep 12, 2026	Oct 19, 2025	Group naming
GRP-Customer Service Compliance GRPCustomerServiceCompliance25@northwindtraders.com	Teams-enabled · Public	22	Sep 17, 2026	Mar 5, 2026	
GRP-Customer Service Onboarding GRPCustomerServiceOnboarding76@northwindtraders.com	Teams-enabled · Public	30	Oct 7, 2026	Jun 15, 2025	
GRP-Engineering Expansion GRPEngineeringExpansion61@northwindtraders.com	Public	23	May 7, 2026	Jul 20, 2023	Inactive groups
GRP-Engineering Roadmap GRPEngineeringRoadmap144@northwindtraders.com	Teams-enabled · Public	14	Aug 26, 2026	Dec 21, 2024	
GRP-Finance Training GRPFinanceTraining17@northwindtraders.com	Teams-enabled · Public	46	Jun 1, 2026	Mar 6, 2025	Inactive groups
GRP-Finance Vendors GRPFinanceVendors142@northwindtraders.com	Teams-enabled · Public	45	Oct 16, 2026	Jun 10, 2024	
GRP-IT Training GRPITTraining12@northwindtraders.com	Teams-enabled · Private	46	Jun 4, 2026	Jan 13, 2022	Inactive groups
GRP-Marketing Onboarding GRPMarketingOnboarding151@northwindtraders.com	Private	15	Never	Feb 10, 2025	Inactive groups
GRP-Procurement Onboarding GRPProcurementOnboarding90@northwindtraders.com	Private	19	Sep 23, 2026	Aug 30, 2022	
GRP-Procurement Vendors GRPProcurementVendors136@northwindtraders.com	Teams-enabled · Public	15	Oct 6, 2026	Jul 2, 2023	
Legal Roadmap LegalRoadmap159@northwindtraders.com	Private	10	Never	Aug 19, 2024	Inactive groups, Group naming
Operations Quality OperationsQuality56@northwindtraders.com	Teams-enabled · Public	16	Oct 7, 2026	Aug 12, 2022	Group naming
Planning 2026 Planning2026131@northwindtraders.com	Private	40	Oct 5, 2026	Jul 9, 2022	Group naming

Group	Type	Members	Last activity	Created	Other findings
Procurement Launch ProcurementLaunch168@northwindtraders.com	Private	27	Oct 17, 2026	Sep 25, 2023	Group naming
Sales-Support-old SalesSupportold116@northwindtraders.com	Teams-enabled · Public	40	Jul 6, 2026	Sep 26, 2022	Group naming
Test Compliance TestCompliance3@northwindtraders.com	Private	48	Oct 13, 2026	Jan 31, 2022	Group naming
Test Roadmap TestRoadmap13@northwindtraders.com	Teams-enabled · Private	16	Aug 23, 2026	Sep 21, 2026	Group naming

Inactive groups

Microsoft 365 groups with no activity in 90 days across email, SharePoint, Viva Engage and (for Teams-enabled groups) Teams. Groups created within that period aren't checked. **44 groups**.

Group	Owners	Members	Last activity	Other findings
Finance Compliance FinanceCompliance5@northwindtraders.com	Kai Silva Mia Nakamura Rosa Underwood	24	Never	Group naming
Finance Planning FinancePlanning163@northwindtraders.com	Tess Akana	57	Never	Group naming
GRP-Finance Payroll GRPFinancePayroll52@northwindtraders.com	Emma Underwood	6	Never	
GRP-Marketing Onboarding GRPMarketingOnboarding151@northwindtraders.com	None	15	Never	Groups without owners
Legal Roadmap LegalRoadmap159@northwindtraders.com	None	10	Never	Groups without owners, Group naming
Sales Compliance SalesCompliance88@northwindtraders.com	Maya Chen	14	Never	Group naming
Sales Roadmap SalesRoadmap68@northwindtraders.com	Nora Brooks	34	Never	Group naming
GRP-Finance Events GRPFinanceEvents147@northwindtraders.com	Zoe Underwood	50	Apr 27, 2026	

Group	Owners	Members	Last activity	Other findings
Operations Website OperationsWebsite138@northwindtraders.com	Iris Lopez Ivy Underwood Kai Silva	8	Apr 27, 2026	Group naming
GRP-Legal Payroll GRPLegalPayroll18@northwindtraders.com	Ava Fujita Ava Wong Owen Lopez	17	Apr 30, 2026	
GRP-Marketing Events GRPMarketingEvents112@northwindtraders.com	Kai Akana Nora Chen	43	May 2, 2026	
GRP-Finance Expansion GRPFinanceExpansion155@northwindtraders.com	Leah Lopez Nora Reyes Ruby Reyes	53	May 3, 2026	
Sales Compliance SalesCompliance121@northwindtraders.com	Liam Kahale Noah Chen	24	May 5, 2026	Group naming
GRP-Engineering Expansion GRPEngineeringExpansion61@northwindtraders.com	None	23	May 7, 2026	Groups without owners
Operations Roadmap OperationsRoadmap58@northwindtraders.com	Jack Wong Liam Reyes Noah Fujita	46	May 7, 2026	Group naming
Finance Vendors FinanceVendors77@northwindtraders.com	Leo Underwood	53	May 9, 2026	Group naming
GRP-Marketing Compliance GRPMarketingCompliance93@northwindtraders.com	Ivy Morgan Theo Kahale	6	May 9, 2026	
Legal Launch LegalLaunch109@northwindtraders.com	Milo Jensen	43	May 12, 2026	Group naming
Website 2025 Website202578@northwindtraders.com	Omar Underwood	35	May 12, 2026	Group naming
Legal-Events-old LegalEventsold111@northwindtraders.com	Leo Kahale Mia Ortiz Theo Lopez	51	May 13, 2026	Group naming
GRP-Operations Budget GRPOperationsBudget140@northwindtraders.com	Ivy Nakamura Lucas Silva Theo Kahale	17	May 14, 2026	
Legal Vendors LegalVendors118@northwindtraders.com	Iris Hale	49	May 16, 2026	Group naming
Test Expansion TestExpansion97@northwindtraders.com	Lucas Silva	6	May 21, 2026	Group naming

Group	Owners	Members	Last activity	Other findings
Customer Service Onboarding CustomerServiceOnboarding74@northwindtraders.com	Kai Patel Milo Ito Omar Wong	29	May 22, 2026	Group naming
Compliance 2024 Compliance202470@northwindtraders.com	Leo Diaz Ruby Brooks	41	May 23, 2026	Group naming
GRP-Sales Website GRPSalesWebsite53@northwindtraders.com	Frontline Kiosk 17 Nora Silva	49	May 26, 2026	
GRP-Legal Payroll GRPLegalPayroll143@northwindtraders.com	Frontline Kiosk 17 Nora Akana Sam Quinn	57	May 28, 2026	
GRP-Marketing Website GRPMarketingWebsite80@northwindtraders.com	Lucas Ortiz Lucas Young Mia Brooks	17	May 30, 2026	
GRP-Finance Training GRPFinanceTraining17@northwindtraders.com	None	46	Jun 1, 2026	Groups without owners
GRP-IT Training GRPITTraining12@northwindtraders.com	None	46	Jun 4, 2026	Groups without owners
Budget 2024 Budget202489@northwindtraders.com	Mia Tanaka Ruby Chen	25	Jun 5, 2026	Group naming
GRP-Customer Service Launch GRPCustomerServiceLaunch46@northwindtraders.com	Maya Garcia Milo Chen	12	Jun 10, 2026	
GRP-Engineering Recruiting GRPEngineeringRecruiting44@northwindtraders.com	Jack Lopez	6	Jun 13, 2026	
IT Recruiting ITRecruiting75@northwindtraders.com	Leo Evans Maya Morgan	12	Jun 15, 2026	Group naming
Sales Events SalesEvents2@northwindtraders.com	Ava Jensen Mia Wong Milo Patel	13	Jun 16, 2026	Group naming
Test Events TestEvents130@northwindtraders.com	Eli Garcia Nora Ortiz Sam Young	53	Jun 21, 2026	Group naming
Engineering Support EngineeringSupport95@northwindtraders.com	Leo Hale Mason Vega	7	Jun 26, 2026	Group naming
Finance Vendors FinanceVendors37@northwindtraders.com	Emma Hale	24	Jun 28, 2026	Group naming

Group	Owners	Members	Last activity	Other findings
Procurement Events ProcurementEvents8@northwindtraders.com	Lucas Diaz Milo Underwood	17	Jun 28, 2026	Group naming
GRP-IT Recruiting GRPITRecruiting154@northwindtraders.com	Ethan Akana Liam Jensen Noah Reyes	8	Jun 29, 2026	
GRP-Operations Onboarding GRPOperationsOnboarding134@northwindtraders.com	Iris Morgan Liam Vega Milo Tanaka	42	Jul 1, 2026	
IT Events ITEvents84@northwindtraders.com	Lucas Akana	13	Jul 1, 2026	Group naming
Marketing Expansion MarketingExpansion28@northwindtraders.com	Ethan Chen Lily Diaz	7	Jul 2, 2026	Group naming
Marketing Expansion MarketingExpansion33@northwindtraders.com	Ava Vega	29	Jul 7, 2026	Group naming

Groups that don't follow the naming policy

Groups whose names don't follow the tenant's prefix-suffix requirement GRP-[GroupName] and 2 custom blocked words. The policy is applied when groups are created or renamed, and not to administrators, so older groups and groups created by admins may not follow it. **100 groups.**

Group	Problem	Owners	Created
Budget 2024 Budget202489@northwindtraders.com	Doesn't match GRP-[GroupName]	Mia Tanaka Ruby Chen	Apr 15, 2023
Compliance 2024 Compliance202470@northwindtraders.com	Doesn't match GRP-[GroupName]	Leo Diaz Ruby Brooks	Aug 13, 2024
Customer Service Compliance CustomerServiceCompliance101@northwindtraders.com	Doesn't match GRP-[GroupName]	Leo Underwood	Apr 2, 2025
Customer Service Expansion CustomerServiceExpansion49@northwindtraders.com	Doesn't match GRP-[GroupName]	Iris Jensen Leo Diaz Noah Patel	Mar 8, 2026
Customer Service Inventory CustomerServiceInventory128@northwindtraders.com	Doesn't match GRP-[GroupName]	Ivy Hale Theo Kahale	Mar 29, 2025
Customer Service Onboarding CustomerServiceOnboarding74@northwindtraders.com	Doesn't match GRP-[GroupName]	Kai Patel Milo Ito Omar Wong	Jun 15, 2025

Group	Problem	Owners	Created
Customer Service Roadmap CustomerServiceRoadmap82@northwindtraders.com	Doesn't match GRP-[GroupName]	Eli Nakamura Leah Underwood	May 27, 2026
Customer Service-Vendors-old CustomerServiceVendorsold1@northwindtraders.com	Doesn't match GRP-[GroupName]	Jack Ito Leo Chen Noah Akana	Apr 14, 2023
Engineering Compliance EngineeringCompliance167@northwindtraders.com	Doesn't match GRP-[GroupName]	Ivy Nakamura Leo Silva	Nov 18, 2021
Engineering Compliance EngineeringCompliance96@northwindtraders.com	Doesn't match GRP-[GroupName]	Ethan Underwood	May 23, 2024
Engineering Compliance EngineeringCompliance10@northwindtraders.com	Doesn't match GRP-[GroupName]	Jack Lopez Ruby Underwood	Aug 22, 2025
Engineering Planning EngineeringPlanning47@northwindtraders.com	Doesn't match GRP-[GroupName]	None	Apr 25, 2023
Engineering Support EngineeringSupport95@northwindtraders.com	Doesn't match GRP-[GroupName]	Leo Hale Mason Vega	Jul 30, 2024
Finance Budget FinanceBudget117@northwindtraders.com	Doesn't match GRP-[GroupName]	Emma Jensen Omar Silva	Aug 31, 2026
Finance Compliance FinanceCompliance5@northwindtraders.com	Doesn't match GRP-[GroupName]	Kai Silva Mia Nakamura Rosa Underwood	Jul 13, 2022
Finance Planning FinancePlanning163@northwindtraders.com	Doesn't match GRP-[GroupName]	Tess Akana	Jun 4, 2022
Finance Recruiting FinanceRecruiting15@northwindtraders.com	Doesn't match GRP-[GroupName]	None	Oct 19, 2025
Finance Support FinanceSupport149@northwindtraders.com	Doesn't match GRP-[GroupName]	Finn Brooks Frontline Kiosk 12 Owen Akana	Apr 24, 2026
Finance Support FinanceSupport43@northwindtraders.com	Doesn't match GRP-[GroupName]	Ava Ortiz Mason Akana Mason Garcia	Oct 18, 2024
Finance Vendors FinanceVendors77@northwindtraders.com	Doesn't match GRP-[GroupName]	Leo Underwood	Dec 8, 2024

Group	Problem	Owners	Created
Finance Vendors FinanceVendors59@northwindtraders.com	Doesn't match GRP-[GroupName]	Ava Brooks Jade Garcia Leo Akana	Jan 8, 2024
Finance Vendors FinanceVendors37@northwindtraders.com	Doesn't match GRP-[GroupName]	Emma Hale	Oct 28, 2023
HR Compliance HRCompliance50@northwindtraders.com	Doesn't match GRP-[GroupName]	Finn Wong Jade Nakamura Liam Diaz	Oct 18, 2024
Inventory 2026 Inventory202665@northwindtraders.com	Doesn't match GRP-[GroupName]	Omar Jensen	Sep 3, 2022
IT Events ITEvents84@northwindtraders.com	Doesn't match GRP-[GroupName]	Lucas Akana	Jan 11, 2022
IT Planning ITPlanning105@northwindtraders.com	Doesn't match GRP-[GroupName]	Emma Brooks Mia Ortiz Rosa Chen	Apr 15, 2026
IT Recruiting ITRecruiting75@northwindtraders.com	Doesn't match GRP-[GroupName]	Leo Evans Maya Morgan	May 1, 2025
IT Vendors ITVendors132@northwindtraders.com	Doesn't match GRP-[GroupName]	Frontline Kiosk 16 Rosa Quinn	Apr 11, 2023
IT-Recruiting-old ITRecruitingold123@northwindtraders.com	Doesn't match GRP-[GroupName]	Maya Nakamura Mia Chen	Feb 2, 2025
Launch 2023 Launch202342@northwindtraders.com	Doesn't match GRP-[GroupName]	Jade Silva	Jan 17, 2022
Legal Budget LegalBudget125@northwindtraders.com	Doesn't match GRP-[GroupName]	Leo Lopez	Apr 21, 2022
Legal Launch LegalLaunch109@northwindtraders.com	Doesn't match GRP-[GroupName]	Milo Jensen	Jun 20, 2026
Legal Payroll LegalPayroll71@northwindtraders.com	Doesn't match GRP-[GroupName]	Sam Garcia	Jan 17, 2024
Legal Roadmap LegalRoadmap159@northwindtraders.com	Doesn't match GRP-[GroupName]	None	Aug 19, 2024
Legal Training LegalTraining145@northwindtraders.com	Doesn't match GRP-[GroupName]	Ivy Garcia Tess Vega	Aug 31, 2024
Legal Vendors LegalVendors118@northwindtraders.com	Doesn't match GRP-[GroupName]	Iris Hale	Jul 19, 2022

Group	Problem	Owners	Created
Legal-Events-old LegalEventsold111@northwindtraders.com	Doesn't match GRP-[GroupName]	Leo Kahale Mia Ortiz Theo Lopez	Jun 13, 2025
Marketing Expansion MarketingExpansion33@northwindtraders.com	Doesn't match GRP-[GroupName]	Ava Vega	Feb 6, 2025
Marketing Expansion MarketingExpansion28@northwindtraders.com	Doesn't match GRP-[GroupName]	Ethan Chen Lily Diaz	Jul 19, 2022
Marketing Onboarding MarketingOnboarding4@northwindtraders.com	Doesn't match GRP-[GroupName]	Eli Nakamura Liam Vega Mia Nakamura	Jun 23, 2024
Marketing Recruiting MarketingRecruiting104@northwindtraders.com	Doesn't match GRP-[GroupName]	Milo Hale Noah Hale	Jul 8, 2022
Marketing Support MarketingSupport73@northwindtraders.com	Doesn't match GRP-[GroupName]	Lily Chen	Feb 16, 2022
Marketing Website MarketingWebsite39@northwindtraders.com	Doesn't match GRP-[GroupName]	Omar Akana Omar Wong Rosa Ortiz	Dec 10, 2023
Operations Inventory OperationsInventory35@northwindtraders.com	Doesn't match GRP-[GroupName]	Leah Chen Leo Diaz	Oct 23, 2023
Operations Launch OperationsLaunch141@northwindtraders.com	Doesn't match GRP-[GroupName]	Mia Wong Sam Ortiz	Feb 22, 2025
Operations Onboarding OperationsOnboarding40@northwindtraders.com	Doesn't match GRP-[GroupName]	Rosa Jensen Ruby Lopez Zoe Morgan	Apr 4, 2022
Operations Payroll OperationsPayroll170@northwindtraders.com	Doesn't match GRP-[GroupName]	Leo Hale	Feb 14, 2024
Operations Planning OperationsPlanning152@northwindtraders.com	Doesn't match GRP-[GroupName]	Ivy Nakamura Jade Wong Zoe Jensen	Apr 10, 2026
Operations Quality OperationsQuality56@northwindtraders.com	Doesn't match GRP-[GroupName]	None	Aug 12, 2022
Operations Roadmap OperationsRoadmap58@northwindtraders.com	Doesn't match GRP-[GroupName]	Jack Wong Liam Reyes Noah Fujita	Aug 14, 2022

Group	Problem	Owners	Created
Operations Website OperationsWebsite138@northwindtraders.com	Doesn't match GRP-[GroupName]	Iris Lopez Ivy Underwood Kai Silva	Jun 5, 2023
Operations-Onboarding-old OperationsOnboardingold122@northwindtraders.com	Doesn't match GRP-[GroupName]	Iris Hale	Dec 17, 2022
Operations-Quality-old OperationsQualityold30@northwindtraders.com	Doesn't match GRP-[GroupName]	Frontline Kiosk 10 Lucas Hale	Feb 8, 2025
Payroll 2026 Payroll2026135@northwindtraders.com	Doesn't match GRP-[GroupName]	Zoe Reyes	Jan 2, 2024
Payroll 2026 Payroll202614@northwindtraders.com	Doesn't match GRP-[GroupName]	Emma Nakamura Iris Ortiz	May 26, 2022
Planning 2024 Planning202462@northwindtraders.com	Doesn't match GRP-[GroupName]	Jack Hale Rosa Kahale Tess Vega	Jul 13, 2022
Planning 2026 Planning2026131@northwindtraders.com	Doesn't match GRP-[GroupName]	None	Jul 9, 2022
Procurement Budget ProcurementBudget100@northwindtraders.com	Doesn't match GRP-[GroupName]	Ava Brooks Jack Fujita Rosa Akana	Feb 23, 2022
Procurement Events ProcurementEvents107@northwindtraders.com	Doesn't match GRP-[GroupName]	Jack Jensen Jack Young	Dec 28, 2024
Procurement Events ProcurementEvents8@northwindtraders.com	Doesn't match GRP-[GroupName]	Lucas Diaz Milo Underwood	Mar 18, 2026
Procurement Expansion ProcurementExpansion86@northwindtraders.com	Doesn't match GRP-[GroupName]	Finn Wong Maya Diaz Sam Tanaka	Aug 10, 2023
Procurement Launch ProcurementLaunch106@northwindtraders.com	Doesn't match GRP-[GroupName]	Ava Wong	Jul 24, 2023
Procurement Launch ProcurementLaunch153@northwindtraders.com	Doesn't match GRP-[GroupName]	Frontline Kiosk 2	Jun 1, 2026
Procurement Launch ProcurementLaunch168@northwindtraders.com	Doesn't match GRP-[GroupName]	None	Sep 25, 2023
Procurement Onboarding ProcurementOnboarding16@northwindtraders.com	Doesn't match GRP-[GroupName]	Ruby Ito	Feb 5, 2022

Group	Problem	Owners	Created
Procurement Planning ProcurementPlanning26@northwindtraders.com	Doesn't match GRP-[GroupName]	Finn Garcia Omar Akana Ruby Morgan	Sep 15, 2023
Procurement Planning ProcurementPlanning81@northwindtraders.com	Doesn't match GRP-[GroupName]	Jade Silva Maya Diaz Rosa Morgan	Sep 27, 2022
Procurement Recruiting ProcurementRecruiting57@northwindtraders.com	Doesn't match GRP-[GroupName]	Lily Tanaka Noah Silva Ruby Ito	Sep 10, 2022
Procurement Recruiting ProcurementRecruiting103@northwindtraders.com	Doesn't match GRP-[GroupName]	Jade Ito Mia Chen Ruby Silva	Mar 31, 2026
Quality 2025 Quality2025120@northwindtraders.com	Doesn't match GRP-[GroupName]	Jack Diaz Omar Brooks	Feb 5, 2023
Recruiting 2023 Recruiting2023129@northwindtraders.com	Doesn't match GRP-[GroupName]	Ava Ortiz Emma Fujita Mia Quinn	Aug 13, 2022
Recruiting 2025 Recruiting202572@northwindtraders.com	Doesn't match GRP-[GroupName]	Noah Ortiz Nora Vega	Nov 9, 2025
Roadmap 2026 Roadmap2026133@northwindtraders.com	Doesn't match GRP-[GroupName]	Hana Nakamura Leo Fujita Theo Morgan	Apr 14, 2024
Sales Budget SalesBudget55@northwindtraders.com	Doesn't match GRP-[GroupName]	Nora Morgan	Aug 30, 2023
Sales Compliance SalesCompliance88@northwindtraders.com	Doesn't match GRP-[GroupName]	Maya Chen	Aug 10, 2022
Sales Compliance SalesCompliance121@northwindtraders.com	Doesn't match GRP-[GroupName]	Liam Kahale Noah Chen	Jul 18, 2022
Sales Compliance SalesCompliance54@northwindtraders.com	Doesn't match GRP-[GroupName]	Frontline Kiosk 17 Kai Hale Leo Evans	Oct 15, 2024
Sales Compliance SalesCompliance36@northwindtraders.com	Doesn't match GRP-[GroupName]	Ruby Morgan Zoe Fujita	Aug 27, 2022
Sales Events SalesEvents2@northwindtraders.com	Doesn't match GRP-[GroupName]	Ava Jensen Mia Wong Milo Patel	Oct 22, 2025
Sales Recruiting SalesRecruiting34@northwindtraders.com	Doesn't match GRP-[GroupName]	Mia Ito	Aug 9, 2025

Group	Problem	Owners	Created
Sales Roadmap SalesRoadmap68@northwindtraders.com	Doesn't match GRP-[GroupName]	Nora Brooks	Mar 22, 2023
Sales Vendors SalesVendors27@northwindtraders.com	Doesn't match GRP-[GroupName]	Ava Tanaka	Feb 25, 2026
Sales Vendors SalesVendors161@northwindtraders.com	Doesn't match GRP-[GroupName]	Ava Morgan	Mar 25, 2025
Sales-Support-old SalesSupportold116@northwindtraders.com	Doesn't match GRP-[GroupName]	None	Sep 26, 2022
Support 2024 Support2024108@northwindtraders.com	Doesn't match GRP-[GroupName]	Finn Akana Mailbox Archive Zoe Morgan	Oct 5, 2024
Test Budget TestBudget63@northwindtraders.com	Doesn't match GRP-[GroupName]; Contains blocked word 'Test'	Frontline Kiosk 7 Kai Akana Pat Consultant (Fabrikam)	Mar 15, 2023
Test Compliance TestCompliance3@northwindtraders.com	Doesn't match GRP-[GroupName]; Contains blocked word 'Test'	None	Jan 31, 2022
Test Events TestEvents130@northwindtraders.com	Doesn't match GRP-[GroupName]; Contains blocked word 'Test'	Eli Garcia Nora Ortiz Sam Young	Oct 17, 2025
Test Events TestEvents158@northwindtraders.com	Doesn't match GRP-[GroupName]; Contains blocked word 'Test'	Nora Kahale	Dec 30, 2025
Test Expansion TestExpansion97@northwindtraders.com	Doesn't match GRP-[GroupName]; Contains blocked word 'Test'	Lucas Silva	Jun 12, 2026
Test Payroll TestPayroll45@northwindtraders.com	Doesn't match GRP-[GroupName]; Contains blocked word 'Test'	Finn Garcia Theo Tanaka	Jul 15, 2022
Test Roadmap TestRoadmap13@northwindtraders.com	Doesn't match GRP-[GroupName]; Contains blocked word 'Test'	None	Sep 21, 2026
Test Support TestSupport166@northwindtraders.com	Doesn't match GRP-[GroupName]; Contains blocked word 'Test'	Finn Hale Nora Silva	Jul 7, 2024
Test Support TestSupport94@northwindtraders.com	Doesn't match GRP-[GroupName]; Contains blocked word 'Test'	Leo Young Owen Chen Rosa Akana	Apr 19, 2022
Test Vendors TestVendors156@northwindtraders.com	Doesn't match GRP-[GroupName]; Contains blocked word 'Test'	Hana Lopez Iris Garcia Iris Jensen	Jul 9, 2026
Training 2024 Training202460@northwindtraders.com	Doesn't match GRP-[GroupName]	Rosa Akana Theo Ortiz Zoe Fujita	Jul 22, 2023

Group	Problem	Owners	Created
Training 2024 Training202464@northwindtraders.com	Doesn't match GRP-[GroupName]	Jade Reyes	Mar 11, 2023
Training 2025 Training202529@northwindtraders.com	Doesn't match GRP-[GroupName]	Kai Patel	Jul 19, 2025
Vendors 2025 Vendors20256@northwindtraders.com	Doesn't match GRP-[GroupName]	Leah Ortiz Maya Jensen	Oct 20, 2025
Website 2025 Website202578@northwindtraders.com	Doesn't match GRP-[GroupName]	Omar Underwood	Apr 18, 2022

7. SharePoint sites

130 SharePoint sites in the usage report (OneDrive, deleted and redirect sites excluded). Full list in sharepoint-sites.csv.

Dormant SharePoint sites

SharePoint sites with no activity in 90 days. Sites created within that period aren't checked when their creation date is known. **43 sites.**

11 sites have no URL: Microsoft's usage report left it blank and the site search (which only returns sites the signed-in account can see) didn't find it. They're listed by Site Id.

Site	Details	Owner	Last activity	Other findings
https://northwindtraders.sharepoint.com/sites/FinanceCompliance5 Finance Compliance	Group · 1802 files · 192 MB	Rosa Kahale	Never	
https://northwindtraders.sharepoint.com/sites/GRPFinancePayroll52 GRP-Finance Payroll	Group · 2452 files · 381 MB	Zoe Hale	Never	
https://northwindtraders.sharepoint.com/sites/GRPProcurementWebsite7 GRP-Procurement Website	Group · 1616 files · 22 MB	Leah Silva	Never	
https://northwindtraders.sharepoint.com/sites/SalesCompliance88 Sales Compliance	Group · 1281 files · 43 MB	Liam Patel	Never	Possible duplicate sites
https://northwindtraders.sharepoint.com/sites/SalesRecruiting34 Sales Recruiting	Group · 2739 files · 14 MB	Ethan Tanaka	Never	
Site 54ff8f64-8e9c-0eae-97a3-32933f408b5f	Group · 2285 files · 465 MB	Tess Wong	Never	
https://northwindtraders.sharepoint.com/sites/GRPLegalPayroll18 GRP-Legal Payroll	Group · 1854 files · 514 MB	Emma Hale	Apr 30, 2026	

Site	Details	Owner	Last activity	Other findings
https://northwindtraders.sharepoint.com/sites/GRPMarketingEvents112 GRP-Marketing Events	Group · 2648 files · 528 MB	Rosa Vega	May 2, 2026	
https://northwindtraders.sharepoint.com/sites/GRPEngineeringExpansion61 GRP-Engineering Expansion	Group · 3960 files · 578 MB	Ava Brooks	May 7, 2026	
https://northwindtraders.sharepoint.com/sites/OperationsRoadmap58 Operations Roadmap	Group · 2192 files · 536 MB	Finn Akana	May 7, 2026	
https://northwindtraders.sharepoint.com/sites/GRPMarketingCompliance93 GRP-Marketing Compliance	Group · 568 files · 609 MB	Milo Brooks	May 9, 2026	
Site c76f044b-850e-c4b2-67ba-a7a949aff642	Group · 3652 files · 614 MB	Noah Quinn	May 9, 2026	
https://northwindtraders.sharepoint.com/sites/Vendors20256 Vendors 2025	Group · 1056 files · 20 MB	Noah Fujita	May 10, 2026	
https://northwindtraders.sharepoint.com/sites/LegalLaunch109 Legal Launch	Group · 687 files · 131 MB	Owen Evans	May 12, 2026	
https://northwindtraders.sharepoint.com/sites/Website202578 Website 2025	Group · 514 files · 526 MB	Nora Young	May 12, 2026	
https://northwindtraders.sharepoint.com/sites/LegalEventsold111 Legal-Events-old	Group · 2808 files · 290 MB	Milo Underwood	May 13, 2026	
https://northwindtraders.sharepoint.com/sites/LegalVendors118 Legal Vendors	Group · 2061 files · 596 MB	Emma Reyes	May 16, 2026	
https://northwindtraders.sharepoint.com/sites/TestExpansion97 Test Expansion	Group · 3283 files · 559 MB	Noah Diaz	May 21, 2026	
https://northwindtraders.sharepoint.com/sites/CustomerServiceOnboarding74 Customer Service Onboarding	Group · 635 files · 533 MB	Maya Garcia	May 22, 2026	
https://northwindtraders.sharepoint.com/sites/Compliance202470 Compliance 2024	Group · 2486 files · 217 MB	Ethan Chen	May 23, 2026	
Site 33309e5a-6ae7-2d24-db98-468578f6b093	Group · 2986 files · 387 MB	Mason Vega	May 24, 2026	

Site	Details	Owner	Last activity	Other findings
https://northwindtraders.sharepoint.com/sites/GRPSalesWebsite53 GRP-Sales Website	Group · 3545 files · 48 MB	Leo Quinn	May 26, 2026	
https://northwindtraders.sharepoint.com/sites/GRPMarketingWebsite80 GRP-Marketing Website	Group · 978 files · 217 MB	Lily Kahale	May 30, 2026	Possible duplicate sites
https://northwindtraders.sharepoint.com/sites/GRPFinanceTraining17 GRP-Finance Training	Group · 2661 files · 750 MB	Frontline Kiosk 15	Jun 1, 2026	
https://northwindtraders.sharepoint.com/sites/GRPITTraining12 GRP-IT Training	Group · 2221 files · 155 MB	Rosa Quinn	Jun 4, 2026	
https://northwindtraders.sharepoint.com/sites/Budget202489 Budget 2024	Group · 2664 files · 473 MB	Milo Wong	Jun 5, 2026	
https://northwindtraders.sharepoint.com/sites/CustomerServiceCompliance101 Customer Service Compliance	Group · 3980 files · 346 MB	Noah Vega	Jun 6, 2026	
https://northwindtraders.sharepoint.com/sites/Brand Brand	Communication Site · 2456 files · 778 MB	Rosa Garcia	Jun 8, 2026	Possible duplicate sites
https://northwindtraders.sharepoint.com/sites/Policies-Old Policies-Old	Communication Site · 3507 files · 57 MB	Hana Chen	Jun 9, 2026	Possible duplicate sites
https://northwindtraders.sharepoint.com/sites/GRPCustomerServiceLaunch46 GRP-Customer Service Launch	Group · 1117 files · 126 MB	Maya Diaz	Jun 10, 2026	
https://northwindtraders.sharepoint.com/sites/GRPEngineeringRecruiting44 GRP-Engineering Recruiting	Group · 3503 files · 404 MB	Ethan Quinn	Jun 13, 2026	
https://northwindtraders.sharepoint.com/sites/Planning202462 Planning 2024	Group · 1223 files · 494 MB	Kai Patel	Jun 14, 2026	
https://northwindtraders.sharepoint.com/sites/ITRecruiting75 IT Recruiting	Group · 3500 files · 683 MB	Lily Silva	Jun 15, 2026	
https://northwindtraders.sharepoint.com/sites/SalesEvents2 Sales Events	Group · 3750 files · 580 MB	Noah Reyes	Jun 16, 2026	

Site	Details	Owner	Last activity	Other findings
https://northwindtraders.sharepoint.com/sites/SalesCompliance36 Sales Compliance	Group · 3995 files · 438 MB	Owen Akana	Jun 19, 2026	Possible duplicate sites
https://northwindtraders.sharepoint.com/sites/EngineeringSupport95 Engineering Support	Group · 964 files · 392 MB	Mia Akana	Jun 26, 2026	
https://northwindtraders.sharepoint.com/sites/FinanceVendors37 Finance Vendors	Group · 3035 files · 61 MB	Omar Patel	Jun 28, 2026	Possible duplicate sites
https://northwindtraders.sharepoint.com/sites/ProcurementEvents8 Procurement Events	Group · 3710 files · 398 MB	Ruby Akana	Jun 28, 2026	Possible duplicate sites
https://northwindtraders.sharepoint.com/sites/ITEvents84 IT Events	Group · 655 files · 487 MB	Mia Hale	Jul 1, 2026	
https://northwindtraders.sharepoint.com/sites/MarketingExpansion28 Marketing Expansion	Group · 2257 files · 543 MB	Ava Ito	Jul 2, 2026	Possible duplicate sites
https://northwindtraders.sharepoint.com/sites/Brand-copy Brand-copy	Communication Site · 2844 files · 323 MB	Jade Wong	Jul 6, 2026	Possible duplicate sites
https://northwindtraders.sharepoint.com/sites/SalesSupportold116 Sales-Support-old	Group · 1461 files · 210 MB	Mason Fujita	Jul 6, 2026	
https://northwindtraders.sharepoint.com/sites/MarketingExpansion33 Marketing Expansion	Group · 2099 files · 4 MB	Frontline Kiosk 20	Jul 7, 2026	Possible duplicate sites

Possible duplicate SharePoint sites

Sites with site URLs that differ only by numbers, separators or words like old, copy or archive. **36 sites.**

11 sites without a URL weren't compared.

Site	Similar to	Last activity	Other findings
https://northwindtraders.sharepoint.com/sites/Brand Brand	Similar to https://northwindtraders.sharepoint.com/sites/Brand-copy	Jun 8, 2026	Dormant sites
https://northwindtraders.sharepoint.com/sites/Brand-copy Brand-copy	Similar to https://northwindtraders.sharepoint.com/sites/Brand	Jul 6, 2026	Dormant sites

Site	Similar to	Last activity	Other findings
https://northwindtraders.sharepoint.com/sites/EngineeringCompliance10 Engineering Compliance	Similar to https://northwindtraders.sharepoint.com/sites/EngineeringCompliance96	Sep 30, 2026	
https://northwindtraders.sharepoint.com/sites/EngineeringCompliance96 Engineering Compliance	Similar to https://northwindtraders.sharepoint.com/sites/EngineeringCompliance10	Sep 8, 2026	
https://northwindtraders.sharepoint.com/sites/FinanceVendors37 Finance Vendors	Similar to https://northwindtraders.sharepoint.com/sites/FinanceVendors59	Jun 28, 2026	Dormant sites
https://northwindtraders.sharepoint.com/sites/FinanceVendors59 Finance Vendors	Similar to https://northwindtraders.sharepoint.com/sites/FinanceVendors37	Aug 24, 2026	
https://northwindtraders.sharepoint.com/sites/GRPCustomerServiceRoadmap102 GRP-Customer Service Roadmap	Similar to https://northwindtraders.sharepoint.com/sites/GRPCustomerServiceRoadmap38	Aug 22, 2026	
https://northwindtraders.sharepoint.com/sites/GRPCustomerServiceRoadmap38 GRP-Customer Service Roadmap	Similar to https://northwindtraders.sharepoint.com/sites/GRPCustomerServiceRoadmap102	Aug 28, 2026	
https://northwindtraders.sharepoint.com/sites/GRPEngineeringRoadmap32 GRP-Engineering Roadmap	Similar to https://northwindtraders.sharepoint.com/sites/GRPEngineeringRoadmap98	Aug 29, 2026	
https://northwindtraders.sharepoint.com/sites/GRPEngineeringRoadmap98 GRP-Engineering Roadmap	Similar to https://northwindtraders.sharepoint.com/sites/GRPEngineeringRoadmap32	Oct 6, 2026	
https://northwindtraders.sharepoint.com/sites/GRPMarketingPlanning113 GRP-Marketing Planning	Similar to https://northwindtraders.sharepoint.com/sites/GRPMarketingPlanning9	Aug 22, 2026	
https://northwindtraders.sharepoint.com/sites/GRPMarketingPlanning9 GRP-Marketing Planning	Similar to https://northwindtraders.sharepoint.com/sites/GRPMarketingPlanning113	Sep 17, 2026	
https://northwindtraders.sharepoint.com/sites/GRPMarketingWebsite51 GRP-Marketing Website	Similar to https://northwindtraders.sharepoint.com/sites/GRPMarketingWebsite80	Oct 16, 2026	
https://northwindtraders.sharepoint.com/sites/GRPMarketingWebsite80 GRP-Marketing Website	Similar to https://northwindtraders.sharepoint.com/sites/GRPMarketingWebsite51	May 30, 2026	Dormant sites

Site	Similar to	Last activity	Other findings
https://northwindtraders.sharepoint.com/sites/GRPSalesExpansion115 GRP-Sales Expansion	Similar to https://northwindtraders.sharepoint.com/sites/GRPSalesExpansion31	Oct 14, 2026	
https://northwindtraders.sharepoint.com/sites/GRPSalesExpansion31 GRP-Sales Expansion	Similar to https://northwindtraders.sharepoint.com/sites/GRPSalesExpansion115	Oct 1, 2026	
https://northwindtraders.sharepoint.com/sites/GRPSalesOnboarding48 GRP-Sales Onboarding	Similar to https://northwindtraders.sharepoint.com/sites/GRPSalesOnboarding79	Sep 1, 2026	
https://northwindtraders.sharepoint.com/sites/GRPSalesOnboarding79 GRP-Sales Onboarding	Similar to https://northwindtraders.sharepoint.com/sites/GRPSalesOnboarding48	Sep 1, 2026	
https://northwindtraders.sharepoint.com/sites/MarketingExpansion28 Marketing Expansion	Similar to https://northwindtraders.sharepoint.com/sites/MarketingExpansion33	Jul 2, 2026	Dormant sites
https://northwindtraders.sharepoint.com/sites/MarketingExpansion33 Marketing Expansion	Similar to https://northwindtraders.sharepoint.com/sites/MarketingExpansion28	Jul 7, 2026	Dormant sites
https://northwindtraders.sharepoint.com/sites/Policies Policies	Similar to https://northwindtraders.sharepoint.com/sites/Policies-Old , https://northwindtraders.sharepoint.com/sites/Policies_2024	Sep 9, 2026	
https://northwindtraders.sharepoint.com/sites/Policies_2024 Policies_2024	Similar to https://northwindtraders.sharepoint.com/sites/Policies , https://northwindtraders.sharepoint.com/sites/Policies-Old	Sep 14, 2026	
https://northwindtraders.sharepoint.com/sites/Policies-Old Policies-Old	Similar to https://northwindtraders.sharepoint.com/sites/Policies , https://northwindtraders.sharepoint.com/sites/Policies_2024	Jun 9, 2026	Dormant sites
https://northwindtraders.sharepoint.com/sites/ProcurementEvents107 Procurement Events	Similar to https://northwindtraders.sharepoint.com/sites/ProcurementEvents8	Sep 26, 2026	
https://northwindtraders.sharepoint.com/sites/ProcurementEvents8 Procurement Events	Similar to https://northwindtraders.sharepoint.com/sites/ProcurementEvents107	Jun 28, 2026	Dormant sites
https://northwindtraders.sharepoint.com/sites/ProcurementPlanning26 Procurement Planning	Similar to https://northwindtraders.sharepoint.com/sites/ProcurementPlanning81	Sep 29, 2026	
https://northwindtraders.sharepoint.com/sites/ProcurementPlanning81 Procurement Planning	Similar to https://northwindtraders.sharepoint.com/sites/ProcurementPlanning26	Oct 2, 2026	

Site	Similar to	Last activity	Other findings
https://northwindtraders.sharepoint.com/sites/ProcurementRecruiting103 Procurement Recruiting	Similar to https://northwindtraders.sharepoint.com/sites/ProcurementRecruiting57	Oct 17, 2026	
https://northwindtraders.sharepoint.com/sites/ProcurementRecruiting57 Procurement Recruiting	Similar to https://northwindtraders.sharepoint.com/sites/ProcurementRecruiting103	Sep 16, 2026	
https://northwindtraders.sharepoint.com/sites/Projects Projects	Similar to https://northwindtraders.sharepoint.com/sites/Projects-Archive	Sep 16, 2026	
https://northwindtraders.sharepoint.com/sites/Projects-Archive Projects-Archive	Similar to https://northwindtraders.sharepoint.com/sites/Projects	Oct 17, 2026	
https://northwindtraders.sharepoint.com/sites/SalesCompliance36 Sales Compliance	Similar to https://northwindtraders.sharepoint.com/sites/SalesCompliance88	Jun 19, 2026	Dormant sites
https://northwindtraders.sharepoint.com/sites/SalesCompliance88 Sales Compliance	Similar to https://northwindtraders.sharepoint.com/sites/SalesCompliance36	Never	Dormant sites
https://northwindtraders.sharepoint.com/sites/Training202460 Training 2024	Similar to https://northwindtraders.sharepoint.com/sites/Training202529 , https://northwindtraders.sharepoint.com/sites/Training202464	Sep 18, 2026	
https://northwindtraders.sharepoint.com/sites/Training202464 Training 2024	Similar to https://northwindtraders.sharepoint.com/sites/Training202529 , https://northwindtraders.sharepoint.com/sites/Training202460	Oct 9, 2026	
https://northwindtraders.sharepoint.com/sites/Training202529	Similar to https://northwindtraders.sharepoint.com/sites/Training202460 , https://northwindtraders.sharepoint.com/sites/Training202464	Sep 3, 2026	

8. Conditional Access

Disabled Conditional Access policies

Policies that are switched off. They add clutter and can be turned back on by mistake. **1 policy.**

Policy	Created	Last changed
CA005 - Require compliant device	Mar 10, 2025	Mar 12, 2025

Long-unchanged Conditional Access policies

Enabled or report-only policies not modified in 365 days (Microsoft-managed policies excluded). 2 policies.

Policy	Last changed	Detail
CA006 - Guests - MFA Enabled	Jun 1, 2023	Enabled; unchanged for 1234 days
CA002 - Admins - Phishing-resistant MFA Enabled	Mar 15, 2024	Enabled; unchanged for 946 days

Unused named locations

Named locations that no enabled or report-only policy uses. 2 locations.

Location	Usage	Last changed
Head office IPs IP ranges · trusted	Used only by disabled policies: CA005 - Require compliant device	Jan 10, 2024
Old VPN range IP ranges	Not used by any policy	May 1, 2022

All policies

Policy	State	Users	Apps and conditions	Grant	Last changed
CA001 - All users - Require MFA	Enabled	All users Excludes 1 group	All cloud apps	Authentication strength: Multifactor authentication	Aug 1, 2026
CA002 - Admins - Phishing-resistant MFA	Enabled	1 role	All cloud apps	Authentication strength: Phishing-resistant MFA	Mar 15, 2024
CA004 - Block high-risk countries	Enabled	All users	All cloud apps Locations: 1 included, 0 excluded	block	May 10, 2026
CA006 - Guests - MFA	Enabled	Guests	All cloud apps	mfa	Jun 1, 2023
Microsoft-managed: Block device code flow	Enabled	All users	All cloud apps Authentication flows: device code flow	block	May 14, 2025
CA003 - Block legacy authentication	Report-only	All users	All cloud apps Client apps: exchangeActiveSync, other	block	Nov 1, 2025

Policy	State	Users	Apps and conditions	Grant	Last changed
CA005 - Require compliant device	Disabled	All users	Office 365 Locations: 1 included, 1 excluded	compliantDevice OR domainJoinedDevice	Mar 12, 2025

Read-only audit. Confirm findings with the owners of each group, site and app before deleting anything.