MAIL RULES AND PROTECTION: MAIL FLOW RULES

All clients

Harbour IT

PREPARED BY
Harbour IT

DATE
29 Nov 2026

CLIENTS
3

Mail flow rules and what each does, connectors, and the anti-spam, anti-phishing and anti-malware policies (Safe Links and Safe Attachments too) with whom each applies to.

Filtered view. Mail flow rules: 6 of 6 rows, 1 column hidden. The headline figures cover every row.

Mail flow rules 6 2 to review

Exchange's mail flow (transport) rules, in the order they run. Rules testing without acting (test mode) show as Testing.

Flag	Rule	On	Priority	If	Then	Except if	Sends outside	Last changed
	Tag mail from outside	Yes	0	From outside the organisation	Adds “[EXTERNAL]” to the subject	–	No	5 Oct 2025
	Tag mail from outside	Yes	0	From outside the organisation	Adds “[EXTERNAL]” to the subject	–	No	5 Oct 2025
High	Copy patient letters to archive	Yes	1	Subject contains Patient letter	Sends a copy to records@dentalarchive.example	–	Yes	2 Jul 2026
	Old disclaimer	No	2	Every message	Adds a disclaimer or banner	–	No	12 Jun 2024
	Tag mail from outside	Yes	0	From outside the organisation	Adds “[EXTERNAL]” to the subject	–	No	5 Oct 2025
High	Supplier invoices never junk	Yes	1	From domains supplierhub.example	Skips spam filtering	–	No	2 Feb 2026

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 29 Nov 2026, 10:48 UTC.