SITE ACCESS: SITE ADMINISTRATORS

All clients

Harbour IT

PREPARED BY	DATE	CLIENTS
Harbour IT	29 Nov 2026	3

Who owns, administers and can reach each SharePoint site: ownerless sites, guests, and sites open to everyone in the organisation.

Site administrators 14

Site collection administrators have full control of everything on the site, whatever its groups say. People who administer many sites are usually IT staff; check anyone else.

Client	Person	Sites	Which sites
Contoso Legal LLP	annabel.fraser@contoso.example	3	Clients, Finance, Staff Intranet
Contoso Legal LLP	bobby.marsh@contoso.example	1	Marketing
Contoso Legal LLP	evie.davis@contoso.example	1	Operations
Contoso Legal LLP	jacob.johnson@contoso.example	1	Clients
Contoso Legal LLP	joseph.morris@contoso.example	1	Finance
Fabrikam Dental Group	anna.kowalski@fabrikam.example	4	Finance, Imaging Archive, Patient Records, Staff Intranet
Fabrikam Dental Group	zara.edwards@fabrikam.example	3	Finance, Patient Records, Practice Management
Fabrikam Dental Group	ben.okafor@fabrikam.example	2	Marketing, Old Projects
Fabrikam Dental Group	jack.lee@fabrikam.example	1	Imaging Archive
Northwind Traders	ann.patel@northwindtraders.example	3	Clients, Finance, Staff Intranet
Northwind Traders	grace.taylor@northwindtraders.example	1	Clients
Northwind Traders	hannah.robinson@northwindtraders.example	1	Operations
Northwind Traders	robert.hughes@northwindtraders.example	1	Marketing
Northwind Traders	thomas.clarke@northwindtraders.example	1	Finance

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