

PREPARED BY	DATE	DATA COLLECTED	MICROSOFT 365 TENANT
Harbour IT	12 Oct 2026	11 Oct 2026, 20:32 UTC	fabrikam.onmicrosoft.com

Every mailbox that sends mail on automatically, and the settings that allow it.

Filtered view. Forwarding: 5 of 6 rows, Flag is High. What stops forwarding: 2 of 2 rows, 1 column hidden. The headline figures cover every row.

Forwarding outside

5

Admin-set or by inbox rule

Forwarding inside

1

To colleagues in the organisation

Automatic forwarding

Blocked

By the outbound spam policy

Forwarding 5 5 to review

Every place mail leaves a mailbox automatically: admin-set forwarding and inbox rules.

Flag	Mailbox	Forwards to	Set by	Outside the organisation	Keeps a copy
High	rhys.walker@fabrikam.example	rhys.walker@homemail.example	Admin (mailbox setting)	Yes	No
High	rhys.hall@fabrikam.example	rhys.hall@homemail.example	Admin (mailbox setting)	Yes	No
High	anna.kowalski@fabrikam.example	anna.kowalski@homemail.example	Admin (mailbox setting)	Yes	Yes
High	anna.kowalski@fabrikam.example	anna.kowalski.home@homemail.example	Inbox rule "Copy to home"	Yes	Yes
High	thomas.robinson@fabrikam.example	bookkeeping@ledgerline.example	Inbox rule "Invoices to bookkeeper"	Yes	Yes

What stops forwarding 2

Organisation settings that allow or block automatic forwarding to outside addresses. The strictest one wins.

Setting	Automatic forwarding outside
Outbound spam policy: Default	Blocked (Microsoft's default)
Remote domain: Default	Allowed

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 11 Oct 2026, 20:32 UTC.