#### Mon (supplychain@starport.ph)

- 1. Purpose of email recovery Backup for files
- 2. Reason why did not prepare for transitioning Akala Gchat lang ang tatanggalin at hindi ang gmail
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable

## Richelle (disburse@starport.ph)

- 1. Purpose of email recovery Backup for email of suppliers
- 2. Reason why did not prepare for transitioning akala Ghat lang ang mawawala at maiiwan ang gmail
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable

#### NSM (

- 1. Purpose of email recovery Backup files and emails
- 2. Reason why did not prepare for transitioning Akala Gchat lang ang mawawala, yun pala buong email ang tatanggalin
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable

#### Rheymar (<a href="mailto:shipping@starport.ph">shipping@starport.ph</a>)

- 1. Purpose of email recovery For insurance
- 2. Reason why did not prepare for transitioning Akala Gchat lang ang mawawala at matitira ang gmail
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable

#### Jan Bert Diaz (<u>sa@starport.ph</u>)

- 1. Purpose of email recovery Important files that stored on Gdrive
- 2. Reason why did not prepare for transitioning Akala Gchat lang ang mawawala at hindi mismong gmail ang tatanggalin
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable

#### Ethel (cs@starport.ph)

- 1. Purpose of email recovery Recover ng Gsheets under <u>cs@starport.ph</u> dahil hindi na ma access
- 2. Reason why did not prepare for transitioning Akala ay gchat lang ang mawawala at hindi kasama ang mga email
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable

#### Rizza (delivery@starport.ph)

- 1. Purpose of email recovery Files and documents of trucks and contracts
- 2. Reason why did not prepare for transitioning Expected na Gchat lang ang mawawala at Gchat lang ang naka lagay sa announcement hindi Gmail
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable

### Keng (fulfillment@starport.ph)

- 1. Purpose of email recovery Request for ATW from zoho, EPR of budget operation, SO/LO
- 2. Reason why did not prepare for transitioning Aware naman for transition, naka connect yung email sa zoho form
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable

## Jared (digital@starport.ph)

- 1. Purpose of email recovery Canva design, products and videos recovery
- 2. Reason why did not prepare for transitioning Akala Gchat lang ang mawawala at hindi kasali ang gmail
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable

#### Jayson

- 1. Purpose of email recovery Contacts recovery of clients, files and bank transfer
- 2. Reason why did not prepare for transitioning due to field of work
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable

# Darlene (sec@starport.ph)

- 1. Purpose of email recovery Recovery and Backup of files for Sir TJS, Google drives folders and files
- 2. Reason why did not prepare for transitioning Ang alam lang na tterminate ay Gchat, at hindi kasali ang mismong Gmail
- 3. By Wednesday is enough time for recovery? Yes
- 4. Are you Accountable for any cause that will affect your operation or job? Accountable