

exit plan

All users set to pending

1

All active users will be set to pending so no users can access the comaea system.



3

Portal closed

All access will be closed to administrators 7 days after contract end.



5

Data Archived

Data will be archived for a period of 30 days after the end of the contract or longer if required by the client



7

Cease integration feeds

All integration activity will cease immediately at contract end.

This includes HR data, SSO integration and LMS connections.



2

Administrator exports

Administrator access will be available for 7 days after the end of the contract which allows download and export of data



4

Data Lake Files available

A set of CSV data files will be available for download via your Secure FTP (SFTP) folder and administrator access. These contain all current competency assessment and role data in comaea.



6

Data Deleted

After 3 months all data will be securely and permanently deleted, and the instance or server shut down.

