

LM01_KDD010 - Takeout enablement for Photos and Maps business reps

Status	DECIDED
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Stakeholders	Technical Design Authority (TDA)

i **Decision:** Option 1: Allow Take Out services ONLY for Google Photos and Maps (not Chat or any core Google Workspace service like Gmail & Drive)

Decision made by: Technical Design Authority (TDA)

Date: 04 Dec 2025

Online Meeting: Technical Design Authority (TDA)

Issue

Data of some additional Google services are not migrated by the Microsoft Fast Track tool.

Those are not managed services, but it is known that some employees have data on them: Google Photos, Google Keep, Google Contacts, Google Maps.

Some of these services can be activated in Google Takeout, to allow end users to extract their data: that's the case of **Google Photos and Google Maps**.

<https://takeout.google.com/>

Recommendation

Option 1: Allow Take Out services ONLY for Google Photos and Maps (not Chat or any core Google Workspace service like Gmail & Drive)

Background & Context

Users can use Takeout to export data of services that are not migrated by Fast Track, like: Keep, Contacts, Photos, Maps, Chrome (bookmarks & History). Takeout is a unmanaged service at the hand of the user. Using it could generate mistakes but will allow users to proactively backup the data sitting on unmanaged services if they need to.

The Google products available to the users from the Takeout portal is administratively manageable:

- One administrative toggle for core services (60+ products including Gmail, Drive, Keep, Contacts, etc.)
- One administrative toggle for additional services which include Google Photos, Maps, and Google Play

It is not possible to administratively activate Google Takeout for one user only, as the service is configured administratively for the whole Syensqo Google Workspace environment at once.

Assumptions

Change management / awareness on the procedure and the "good practices" to manage takeout extracts should reduce constraints around this method.

Constraints

Core Services cannot be activated in Takeout as it would constitute a major data breach concern. Indeed, all data in Google Workspace Core services could be downloaded by all Syensqo users (including Gmail, Drive, etc.).

Therefore, only additional services could be activated in Takeout, to allow users to backup their Google Photo and Google Maps data.

The procedure needs to be understood (potential tickets to expect) and data exports must be carefully managed/stored by users to avoid any breach.

Impacts

Effort on the employee side to backup or extract the data contained in additional services not in scope of the migration too.

Potential data breach or misuse of downloaded data - accepted for Google Photo and Maps that are not considered overly sensitive, and are not managed services of IT currently.

Options considered

Option 1: Allow Take Out services ONLY for Google Photos and Maps (not Chat or any core Google Workspace service like Gmail & Drive)

Option 2: Disable all Take Out services

Evaluation

N/A

See also

The following section describes relevant documentation:

Description	Repository
TDA Presentation	LM01_KDD010 - Takeout enablement for Photos and Maps business reps

Version	Published	Changed By	Comment
CURRENT (v. 5)	Apr 30, 2026 16:13	TODESCHINI-ext, Gautier	
v. 4	Apr 30, 2026 16:13	TODESCHINI-ext, Gautier	
v. 3	Apr 30, 2026 16:11	TODESCHINI-ext, Gautier	
v. 2	Mar 18, 2026 13:34	TODESCHINI-ext, Gautier	
v. 1	Feb 23, 2026 09:45	CHUDZIAK-ext, Aleksander	