

Process Owner: IT Department	REPORT	R-SVR-3.1
	Weekly Backup	

*Send this report template every after-backup schedule completion

*Submit this report through email in PDF form. To: IT Manager, Cc: IT Group.

Engineer on Shift	Jerome Bautista
Date	07/05/2019
Start Time	10:00 PM
End Time	07:00 AM
Backup Week #	29

Server Equipment	IP Address	Backup Path	Status
Quickbooks (AWS)	172.18.12.231	52.77.140.149:/mnt/AWS_QB	Success
Business Check	172.18.12.204	172.17.0.1:/four_terra/home/BusCheck_DB	Success
USColo Boracay	208.74.77.172	172.17.0.1:/four_terra/home/Dialers_DB/	Success
USColo Boracay	208.74.77.172	172.17.0.1:/cam_mp3/MP3/2019/CEBUPAC/May	Success
USColo Rizal	208.74.77.167	172.17.0.1:/four_terra/home/ Dialers_DB/	Success
USColo Rizal	208.74.77.167	172.17.0.1:/cam_mp3/MP3/2019/ZENEFITS/May	Success
USColo Rizal	208.74.77.167	172.17.0.1:/cam_mp3/MP3/2019/PATCH/May	Success
USColo Coron	208.74.77.164	172.17.0.1:/four_terra/home/ Dialers_DB/	Success
USColo Pampanga	208.74.77.165	172.17.0.1:/four_terra/home/ Dialers_DB/	Success
GL2-VLIN-NMS01	172.22.9.4	172.17.0.1:/four_terra/home/Cacti_DB/	Success
GL2-VLIN-FIM01	172.22.9.3	172.17.0.1:/four_terra/home/Wazuh/GL2	Success
JKA-VLIN-FIM01	172.17.0.125	172.17.0.1:/four_terra/home/Wazuh/JAKA	Success
Elastix	172.17.0.250	172.17.0.1:/four_terra/home/Elastix_DB/	Success
OSTicket	172.17.0.3	172.17.0.1:/four_terra/home/OSTicket_DB/	Success
JKA-VLIN-FNP01	172.17.0.124	172.17.0.1:/four_terra/home/Pandora/Daily	Success
Apollo (AWS)	172.17.0.8	52.77.140.149:/mnt/Device_logs	Success
Apollo (AWS)	172.17.0.8	52.77.140.149:/mnt/Device_logs/DB	Success

Backup Failure Notes	
Server Equipment	Corrective Action Taken

General Remarks