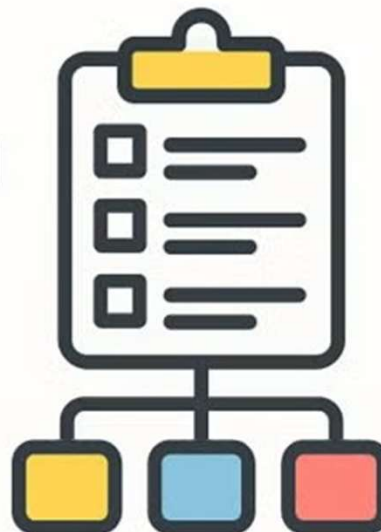




Microsoft Governance User Group Meetup
Oslo, Norway

CLASSIFICATION LABEL TAXONOMY



MGUG meetup 008

Thursday, June 11, 2025
4:00 PM to 5:00 PM CEST
Online

Details: <https://rb.qy/zqicwf>

Join: <https://rb.qy/zeakin>

**"Navigating the World of Label
Taxonomy: A Collaborative
Discussion"**



Glen Nygaard Chief
Lead Architect, Atea

Effective Data Governance

- Start by getting a firm grasp on the condition of your data estate.
- “Break things down into where your data is as an overall estate, how it’s currently protected, and the most precious data that’s unprotected
- After you have a solid overview of your data estate, you can apply a concerted strategy to labeling and governance.



Ten steps for getting tenant data governance right

- Give employees the ability to create new workspaces across your Microsoft 365 applications. By maintaining all data on a unified Microsoft 365 tenant, you ensure that your governance strategy applies to any new workspaces
- Make your labels simple and legible. For example, a “Business-critical” label might imply confidentiality, but every employee’s work feels critical to them. On the other hand, there’s very little doubt about what “Highly confidential” or “Public” mean.
- Derive file labels from their parent container labels. That consistency boosts security at multiple levels and ensures that deviations from the default are exceptions, not the norm
- Trust your employees to apply sensitivity labels, but also verify them. Check against data loss prevention standards and use auto-labeling and quarantining through Microsoft Purview automation. • Limit oversharing at the source by enabling company shareable links rather than forcing employees to add large groups for access. For highly confidential items, limit sharing to employees on a “need-to-know” basis.



Ten steps for getting tenant data governance right

- Limit your taxonomy to a maximum of five parent labels and five sub-labels. That way, employees won't feel overwhelmed by the volume of different options.
- Label your data containers for segmentation to ensure your data isn't overexposed by default. Consider setting your container label defaults to the "Private: no guests" setting.
- Train your employees to handle and label sensitive data to increase accuracy and ensure they recognize labeling cues across your productivity suite.
- Use strong lifecycle management policies that require employees to attest containers, creating a chain of accountability.
- Use Microsoft Graph Data Connect extraction in conjunction with Microsoft Purview to catch and report oversharing after the fact. When you find irregularities, contain the vulnerability or require the responsible party to repair it themselves.



Tips for the process started with labeling

- Assemble an oversight committee: Bring in professionals from all relevant disciplines, including HR, legal, security, IT, and anyone else who can share relevant expertise.
- Make a plan: Be intentional about addressing your unique needs around control and governance.
- Self-service requires accountability: Set up systems like attestation, site permissions reports, and guest access reviews that trace back to employees.
- People tend to take the easiest path: Make the IT preferred path the best and easiest so that it doesn't erect roadblocks.
- Educate employees: Support your labeling implementation by making sure users know how and when to share files.
- Encourage focused sites: Site owners don't always have adequate knowledge of what they host information.
- Make it simple: Ensure the system you develop makes sense to employees in the easiest possible terms..



Secure by default foundation, labels

TOP level labels

- **Public** - Public data is unrestricted data meant for public consumption, like publicly released source code and announced financials. Share it freely.
- **General** - Business data that isn't meant for public consumption, such as daily work product. Data that can be shared internally and with trusted partners.
- **Confidential** - Sensitive business data crucial to achieving your organizational goals. Limited distribution.
- **Highly Confidential** - Your most critical data. Share it only with named recipients

Sublabels on Confidential and Highly confidential

- **\All Employees** - Data can be accessed by anyone within your organization.
- **\Specific People** - Data can only be accessed by the specified people.
- **\Internal exception** - Data can be accessed by anyone internally but prevented from being shared externally. Use this label in situations where encryption is impacting daily operations.

Parent label	Sub label
Public	
General	
Confidential	All Employees
	Specific People
	Internal exception
Highly Confidential	All Employees
	Specific People
	Internal exception

<https://github.com/MeetupRepo/MGUG/>
<https://www.linkedin.com/groups/12960224/>



Different Label Taxonomy

Parent label	Sub label	Parent label	Sub label	Parent label	Sub label	Parent label	Sub label	Parent label	Sub label	Parent label	Sub label	Parent label	Sub label
Public		Public		Personal		Private		Personal		Personal		Personal	
General Default Email		General Default Email		Public		Public		Public		Public		Public	
Confidential	Confidential/All Employees Default File, Sites Confidential/Specific People Confidential/Internal exception	Confidential	All Employees Default File, Sites Specific People Internal exception	General		General		External Confidential		External Confidential		Internal	
Highly Confidential	Highly Confidential/All Employees Highly Confidential/Specific People Highly Confidential/Internal exception	Highly Confidential	All Employees Specific People Internal exception	Confidential	Confidential/All Employees Confidential/Specific People Confidential/Internal exception	Confidential	Confidential/All Employees Confidential/Specific People Confidential/Internal exception	Internal Confidential		Internal Confidential		Sensitive	All Employees Specific People Internal exception
				Highly Confidential	Highly Confidential/All Employees Highly Confidential/Specific People Highly Confidential/Internal exception	Highly Confidential	Highly Confidential/All Employees Highly Confidential/Specific People Highly Confidential/Internal exception	Highly Confidential	Highly Confidential/All Employees Highly Confidential/Specific People	Highly Confidential	Highly Confidential/All Employees Highly Confidential/Specific People Highly Confidential/Internal exception	Highly Sensitive	All Employees Specific People Internal exception



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Different languages

Connect to Security & Compliance powershell:

Get-Label | Format-Table -Property DisplayName, Name, Guid, ContentType

```
$Languages = @("nb-no","de-de")
$DisplayNames=@("Åpen","Oeffentlich")
$Tooltips = @("Test Norsk","Deutscher text")
$Label = "Public"
$DisplayNameLocaleSettings = [PSCustomObject]@{LocaleKey='DisplayName';
Settings=@(
@{key=$Languages[0];Value=$DisplayNames[0];}
@{key=$Languages[1];Value=$DisplayNames[1];}
@{key=$Languages[2];Value=$DisplayNames[2];}}
$TooltipLocaleSettings = [PSCustomObject]@{LocaleKey='Tooltip';
Settings=@(
@{key=$Languages[0];Value=$Tooltips[0];}
@{key=$Languages[1];Value=$Tooltips[1];}
@{key=$Languages[2];Value=$Tooltips[2];}}
Set-Label -Identity $Label -LocaleSettings (ConvertTo-Json $DisplayNameLocaleSettings -Depth 3 -Compress),(ConvertTo-Json $TooltipLocaleSettings -Depth 3 -Compress)
```

Remove advances settings

Set-Label -Identity 8faca7b8-8d20-48a3-8ea2-0f96310a848e -AdvancedSettings @{DefaultSharingScope=""}

#Check label's configuration

(Get-Label -Identity 8faca7b8-8d20-48a3-8ea2-0f96310a848e).settings



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Beyond labels that are built into 365 apps

Microsoft Purview Information Protection client

- **Supported files – Without encryption:** Adobe: .pdf, Microsoft Project: .mpp, .mpt, Microsoft XPS: .xps .oxps, Images: .jpg, .jpe, .jpeg, .jif, .jfif, .jfi. png, .tif, .tiff, Autodesk Design Review 2013: .dwfx, Adobe Photoshop: .psd, Digital Negative: .dng, Microsoft Office.
- **Supported files – With encryption:** Text and image files, Microsoft Office, Portable document format (.pdf), .vsdx, .rtf
- **Support for disconnected Computers** – If you have computers that can't connect to the internet for a period of time, you can export and copy files that manually manages the policy for the information protection client.
- **Enable data boundary settings** – Following Microsoft's commitment to EU data boundary, EU customers who use the Microsoft Purview Information Protection client can send their data to the EU to be stored and processed. **Registry**
key: HKEY_LOCAL_MACHINE\SOFTWARE\WOW6432Node\Microsoft\MSIP\DataBoundary (DWORD)
Values: Disabled = 0 Enabled = 1



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Discussion



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Resource

Introduction to Secure by default with Microsoft Purview: <https://learn.microsoft.com/en-us/purview/deploymentmodels/depmod-securebydefault-intro>



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Next session

Navigating the world of Sensitivity label and Protection

- Data at rest and in transit
- Microsoft 365 service encryption
 - Microsoft-managed keys and Customer managed keys
 - Double key encryption
- Collaboration with encrypted information

Parent label	Sub label	Encryption	Encryption (Let users assign permission)
Public			
General			
Confidential	All Employees		
	Specific People		
	Internal exception		
Highly Confidential	All Employees		
	Specific People		
	Internal exception		



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Microsoft Governance User Group

Recordings will be posted here: <https://www.youtube.com/@yggdrasil13>

Connect with us on LinkedIn : <https://www.linkedin.com/company/microsoft-governance-user-group>

GitHub repository: <https://github.com/MeetupRepo/MGUG>

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