

# VaultFill — Security Policy (Synthetic)

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## Section 1 — Availability and Recovery Objectives

RTO: 4 hours (Tier-1 services).

RPO: 1 hour (Tier-1 services).

## Section 2 — Incident Reporting and Breach Notification

Breach Notification: 72 hours (regulatory/customer, where applicable, from confirmation).

Internal escalation: notify Security within 2 hours of suspected breach identification.

## Section 3 — Audit Logging and Retention

Audit Log Retention: 365 days minimum for authentication, authorization, admin actions, and data access.