

Aging Policy Analysis Summary



Generated: 2025-11-14 **Database:** Commvault API Data Collection **Total Plans**

Analyzed: 278 Plans **Total Retention Rules:** 518 Rules

Executive Summary

This report provides a comprehensive analysis of aging (retention) policies configured across all Commvault Plans in the system. The analysis focuses on retention days, cycles, and aging enablement status.

Key Findings

-  **All retention rules have aging ENABLED** (518/518 = 100%)
 -  **Most common retention periods:**
 - 14 days: **141 rules** (27.2%)
 - 10 days: **91 rules** (17.6%)
 - 30 days: **76 rules** (14.7%)
 - 365 days (1 year): **74 rules** (14.3%)
-

Critical Statistics

Retention Period Counts

Retention Days	Number of Rules	Percentage	Description
14 days	141	27.2%	Most common short-term retention
10 days	91	17.6%	Second most common
30 days	76	14.7%	Standard monthly retention
365 days	74	14.3%	Annual retention
730 days (2 years)	16	3.1%	Long-term retention
1825 days (5 years)	8	1.5%	Compliance/legal retention

30-Day and 14-Day Retention Breakdown

30-Day Retention Policies

- **Total storage copies with 30-day retention:** 76
- **Unique plans with 30-day retention:** 64

Key Plans with 30-day retention: 1. ALS_AD - 1 copy 2. ALS_FS - 2 copies (Primary + Cloud) 3. ALS_SQL - 1 copy 4. ALS_VM - 2 copies (Primary + Cloud) 5. ASEM Backup Plan - 2 copies 6. ActiveScale_EXT_Plan - 2 copies 7. AllBro_Backup Plan - 1 copy 8. CT Onsite Backup - 2 copies 9. Cani Rusk Plan - 1 copy 10. Capri Linux Server Plan - 1 copy 11. Capri Linux Test - 1 copy 12. Capri Server Plan - 1 copy 13. CapriChem Backup Plan - 1 copy 14. ClockWorks SQL Plan - 1 copy 15. ClockWorks_FS_Plan - 1 copy 16. Daikin Backup Plan - 2 copies 17. Dickon Hall Foods Backup Plan - 1 copy 18. Edward Backup Plan - 1 copy 19. Extraordinary Backup Plan - 1 copy 20. Fasken Backup Plan - 1 copy 21. Finlar CPT Backup Plan - 1 copy 22. Formax Endpoint Plan - 1 copy 23. Formax_AD - 1 copy 24. Formax_FS - 1 copy 25. Formax_SQL - 1 copy 26. Formax_VM - 1 copy 27. GVS supreme Backup Plan - 2 copies 28. Gordon Verhoef & Krause Backup Plan - 1 copy

29. LawExplorer Backup Plan - 1 copy 30. MIFA Server Plan - 1 copy 31. MIFA_File_Plan - 1 copy 32. MKLM_Plan - 1 copy 33. MMH - Christie House - 1 copy 34. MMH - MOZ - 1 copy 35. MMH-BOT - 1 copy 36. MMH-GHA - 1 copy 37. MMH-Kingsway - 1 copy 38. MMH-NAM - 1 copy 39. MediKredit - Treaco Plan - 2 copies 40. MediKredit_DR Center - 1 copy 41. MediKredit_HeadOffice - 1 copy 42. Medikredit - BI SQL backup - 1 copy 43. Mentor-Plan - 1 copy 44. Mentor-Server-Plan - 2 copies 45. Plumbblink_Laptop_Plan - 2 copies 46. Profica - 1 copy 47. QASTEST - 1 copy 48. Rialto Foods Backup Plan - 2 copies 49. Sasfin Backup Plan - 1 copy 50. Server Plan Friday Full - 1 copy 51. Server Plan Saturday Full - 1 copy 52. Silicone Server Plan - 1 copy 53. Sithabile Staff - 1 copy 54. SMD Server Plan - 1 copy 55. Southern Sun OR Tambo Plan - 1 copy 56. SouthernSun Local Plan - 1 copy 57. STS_Exchange - 1 copy 58. Syntech Backup Plan - 1 copy 59. Syntech Server Plan - 1 copy 60. Top Vending Hyper-V - 1 copy 61. Traffc Backup Plan - 1 copy 62. UmAfrika Backup Server - 1 copy 63. Universal Nas Plan - 1 copy 64. Van Der Vyver Linux Plan - 2 copies

14-Day Retention Policies

- **Total storage copies with 14-day retention:** 141
- **Unique plans with 14-day retention:** 131

Key Plans with 14-day retention: 1. A.R.B Electrical Backup Plan - Cloud copy 2. ALS_AD - Cloud copy 3. ALS_SQL - Cloud copy 4. AMT Server Plan - Cloud copy 5. AS2 Server Foundation Plan - Cloud copy 6. Allan Gray Backup Plan - Cloud copy 7. Apex Backup Plan - Cloud copy 8. Apex Plan - 2 copies 9. BallStraathof_AD - Cloud copy 10. BallStraathof_FS - Cloud copy 11. BallStraathof_Oracle - Cloud copy 12. BallStraathof_SQL - Cloud copy 13. BallStraathof_VM - Cloud copy 14. Blue Turtle Plan V1 - Cloud copy 15. Blue Turtle Plan v2 - Cloud copy 16. CCIC AD Plan - Cloud copy 17. CCIC FS Plan - Cloud copy 18. CCIC SQL Plan - Cloud copy 19. CCIC VM Plan - Cloud copy 20. Capri Server Plan - Cloud copy 21. CapriChem Backup Plan - Cloud copy 22. Chartered Wealth Solutions Plan - 2 copies 23. ClifftopLodge Backup Plan - 2 copies 24. DLM Backup Plan - Cloud copy 25. Dickon Hall Foods Backup Plan - Cloud copy 26. ESA Plan - Cloud copy 27. Empact Group V1 - Cloud copy 28. Empact Group V2 - Cloud copy 29. Energy Partners Backup Plan - Cloud copy 30. Extraordinary Backup Plan - Cloud copy 31. Filmfinity Backup Plan - Cloud copy 32. Filmfinity SQL Backup Plan - Cloud copy 33. Finbond Mutual Bank Backup Plan - Cloud copy 34. Finlar CPT Backup Plan - Cloud

copy 35. Finlar JHB Backup Plan - Cloud copy 36. Formax_FS - Cloud copy 37. Formax_VM - Cloud copy 38. Front Runner SQL Plan - 2 copies 39. Front Runner Server Plan - Cloud copy 40. Henley Server Plan - Cloud copy 41. IBI Every2Hours - Cloud copy 42. IBI Everyday Full - Cloud copy 43. IBI Server Backup - Cloud copy

... and many more (131 unique plans total)

Retention Distribution Analysis

Short-Term Retention (< 30 days)

- 1 day: 1 rule
- 3 days: 1 rule
- 4 days: 1 rule
- 5 days: 3 rules
- 7 days: 17 rules
- **10 days: 91 rules** ★ Very common
- **14 days: 141 rules** ★ Most common
- 15 days: 22 rules
- 21 days: 4 rules
- 29 days: 2 rules

Total Short-Term: 283 rules (54.6%)

Medium-Term Retention (30-90 days)

- **30 days: 76 rules** ★ Common
- 31 days: 1 rule
- 60 days: 1 rule

- 90 days: 3 rules
- 91 days: 1 rule
- 93 days: 18 rules

Total Medium-Term: 100 rules (19.3%)

Long-Term Retention (> 90 days)

- 182 days (6 months): 5 rules
- 183 days: 2 rules
- 186 days: 4 rules
- 364 days: 4 rules
- **365 days (1 year): 74 rules** ★ Very common
- 730 days (2 years): 16 rules
- 1095 days (3 years): 1 rule
- 1825 days (5 years): 8 rules
- 1826 days: 1 rule
- 2555 days (7 years): 1 rule



Total Long-Term: 116 rules (22.4%)

Infinite Retention

- Plans with infinite retention detected
- Typically used for cloud/archive copies
- Special retention for Office 365, SharePoint, OneDrive, Teams

Aging Status

Overall Aging Enablement

-  **Aging ENABLED:** 518 rules (100%)
-  **Aging DISABLED:** 0 rules (0%)

Conclusion: All retention policies have data aging enabled, meaning Commvault will automatically prune data according to the configured retention periods.

Pattern Analysis

Common Retention Strategy

Most organizations follow a **tiered retention strategy**:

1. **Primary Copy:** 10-30 days (fast recovery)
2. 10 days: Quick operational recovery
3. 14 days: 2-week operational window
4. 30 days: Monthly backup retention
5. **Cloud/Secondary Copy:** 14-365 days (disaster recovery)
6. 14 days: Short-term cloud backup
7. 30 days: Monthly cloud retention
8. 365 days: Annual compliance retention
9. **Archive Copy:** 365-1825+ days (long-term compliance)
10. 1 year: Standard compliance
11. 2 years: Financial records
12. 5+ years: Legal/regulatory compliance

Cloud Copy Retention

Most cloud copies have **14-day retention**, which is shorter than primary copies. This suggests: - Cloud storage is used for disaster recovery, not long-term retention - Cost optimization strategy (shorter retention = lower cloud storage costs) - Primary storage kept on-premises for faster recovery

Recommendations

Current State Assessment

✅ **Strengths:** - All policies have aging enabled (no orphaned data) - Well-distributed retention periods - Clear tiered strategy (primary vs cloud) - Compliance-focused long-term retention

⚠️ **Areas for Review:** 1. **Very short retention (1-5 days):** Only 8 rules - Verify these are intentional (test environments?) - Example: "Irene Test" has 1-day retention

1. **Inconsistent retention across similar plans:**
2. Some plans have 10 days, others have 14 days
3. Consider standardizing to 10, 14, or 30-day tiers
4. **Cloud copy strategy:**
5. Most cloud copies have 14-day retention
6. Consider if this meets disaster recovery requirements

Optimization Opportunities

1. **Standardize Retention Tiers:**
2. Tier 1: 14 days (operational recovery)

- 3. Tier 2: 30 days (monthly backups)
- 4. Tier 3: 365 days (annual compliance)
- 5. Tier 4: 1825+ days (legal/regulatory)

6. **Review Short Retention Plans:**

- 7. Speedspace: 4 days
- 8. Simera NAS: 3 days
- 9. Irene Test: 1 day

10. **Cost Optimization:**

- 11. Cloud copies with 14-day retention: Review if adequate
- 12. Consider extending critical systems to 30 days
- 13. Archive old data to cheaper storage tiers

Detailed Statistics Tables

Top 20 Plans by Average Retention

Plan Name	Copies	Min Days	Max Days	Avg Days	Aging Enabled
Energy Partners Archive Plan	1	2555	2555	2555.0	1/1
Amaro Foods Backup Plan	2	93	1826	959.5	2/2
MIFA Plan	2	365	1825	912.5	2/2
MIFA_File_Plan	2	30	1825	912.5	2/2

Plan Name	Copies	Min Days	Max Days	Avg Days	Aging Enabled
MIFA Server Plan	2	30	1825	912.5	2/2
Bronze Endpoint	2	365	730	547.5	2/2
Accelerate Property Laptop Plan	2	365	730	547.5	2/2
Medikredit - BI SQL backup	2	30	1095	547.5	2/2
AllBro_Backup Plan	2	30	364	197.0	2/2
Blue Turtle Plan V1	2	14	364	189.0	2/2
Blue Turtle Plan v2	2	14	364	189.0	2/2
A.R.B Electrical Backup Plan	2	14	365	189.5	2/2

Plans with Shortest Retention

Plan Name	Copies	Retention Days	Purpose
Irene Test	1	1	Test environment
Simera NAS Backup Plan	1	3	Short-term NAS backup
Speedspace Backup Plan	2	4	Short operational window
Southern Sun Plans	3	5	Short hotel backup

Report Files Generated

1. **aging_policy_report.txt** - Full detailed report with all plans listed
 2. **AGING_POLICY_SUMMARY.md** - This executive summary document
-

Next Steps

1. ☒ Review plans with very short retention (< 7 days)
 2. ☒ Standardize retention tiers across organization
 3. ☒ Verify cloud retention meets DR requirements
 4. ☒ Document retention policy rationale
 5. ☒ Schedule regular retention policy audits
-

Report Generated By: Commvault API Data Collection Tool **Analysis Script:**
analyze_aging_policies.py **Database:** Database/commvault.db