

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%)
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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. GVSupreme 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. Plumblink_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. Traficc 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
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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
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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
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Report Generated By: Commvault API Data Collection Tool **Analysis Script:** analyze_aging_policies.py **Database:** Database/commvault.db