



# Backup policies

## SaaS Backup For Office 365

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# Table of Contents

- Backup policies ..... 1
  - Backup policies for SaaS Backup provided storage ..... 1
  - Backup policies for BYOS ..... 1

# Backup policies

SaaS Backup for Office 365 has three predefined tiers of backup policies. These policy tiers vary in backup frequency and data retention period, depending upon whether you are using SaaS Backup provided storage or BYOS.

You can move data between the three policies, but you cannot create new policies or change the parameters of the predefined tiers.

## Backup policies for SaaS Backup provided storage

Backup policy	Backup frequency	Default data retention period
Tier 1	Once every 12 hours	3 years
Tier 2	Once every 18 hours	3 years
Tier 3	Once every 24 hours	3 years



As an administrator, you can change the data retention period for SaaS Backup provided storage up to an unlimited period of time. SaaS Backup retains the backup data for the retention period if the subscription is active.

## Backup policies for BYOS

Backup policy	Backup frequency	Default data retention period
Tier 1	Once every 12 hours	Unlimited
Tier 2	Once every 18 hours	Unlimited
Tier 3	Once every 24 hours	Unlimited

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