Data Protection Engineering

Data Integrity Test SOP

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Revision History

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# Overview

## Purpose

This document details the procedural steps necessary to verifythe integrity ofdata backed up for Global Technology Services (GTS) Cloud Transformation Services (formerly Verizon), hereinafter referred to as “GCTS,” infrastructure services.

This Standard Operating Procedure (SOP) details the procedural steps necessary to conduct the test and verify the results.

## Scope

This document applies to the Data Protection Engineering Team and is to be executed on the following machines:

* amb41713cmm001
* cua43362cmm001
* cua34286cmm211
* dac34286cmm002
* egw34286cmm450
* mia34286cmm002
* mia34286cmm211
* mia34286cmm101
* mia41713cmm001
* sj134286cmm001
* stc34286cmm001
* svr00-525-12
* ixaccl001
* quaem980

## Triggers and Outputs

This test is to be executed quarterly by the Data Protection Engineering Team.

# Procedures

1. Open a ticket in Service Delviery Platform (SDP).
   * Subject: **Test File Restore capabilities** on machine: cua34286cmm001 (or use other environment name)
   * In the body of the ticket, include the following:

Test restore of cua34286cmm001 log files on C:\Program Files\CommVault\Simpana\Log Files to D:\Log Files

**Note: IF YOU ARE THE FIRST TO OPEN THE TICKET, PLEASE NOTIFY THE REST OF THE TEAM AND INCLUDE THE TICKET NUMBER.**

1. Log in to CUA34286CMM001, and in the commcell browser, locate cua34286cmm001, as shown in the diagram below:

|  |
| --- |
|  |
| Figure 2‑1: Locate CUA34286CMM001 in the CommCell Browser |

1. Expand the **defaultBackupSet** and right-click **Log Files** | **Browse Backup Data**.
2. Click **OK**.
3. Expand the selection to C:\Program Files\CommVault\Simpana and select Log Files to restore.
4. Change the Restore Options to **Restore Data Only, deselect Recreate Mount Points and Restore to same folder**.
5. Click **Browse** and select **D:\**.
6. Click **OK**.
7. Run a report verifying the restore. In the Commcell, click on **Reports**. **Job Summary** should be selected, if not, select this report type.
8. Click the **Data Recovery Jobs** button and make sure **Restore** is selected.
9. On the **Computers** tab, click the **Modify** button. Remove the check **Include All Client Computers and All Client Groups.**
10. Select **cua34286cmm001** from the list and click the **Include** button.
11. Click the **Run** button. Check to see that the restore completed successfully. Save the report once complete.

**IMPORTANT** – Update the ticket once the restore completes successfully. Attach the report. State that validation of end to end process was successful in the Ticket Journal and Solution fields. If not successful, correct anything that prevents the data from being restored to the test location.

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Appendix - Terms and Definitions

Table A‑1: Terms and Definitions

| Term | Definition |
| --- | --- |
| SDP | Service Delivery Platform |
| SOP | Standard Operating Procedure |
| GCTS | Global Technology Services (GTS) Cloud Transformation Services (formerly Verizon) |
| GRCQ | Governance of Risk, Compliance, and Quality |
| GTS | Global Technology Services |
| ITCS | Information Technology Corporate Standards |
| LEGO | Lightweight Enterprise Governance Organization |

Appendix - Distribution

Table B‑1: Distribution Contacts

| Name/Role | Contact Information |
| --- | --- |
| Global.Esc.Eng.Backups | [Global.Esc.Eng.Backups@one.verizon.com](mailto:Global.Esc.Eng.Backups@one.verizon.com) |
| Document Management | [document@verizon.com](mailto:document@verizon.com) |