

Retention Policies Page

<https://campus.barracuda.com/doc/17105505/>

Configure retention policies for data stored on a Barracuda Backup appliance on the **Backup > Retention Policies** page. Be sure to configure retention policies for your data. Not doing so means that some unwanted data will be moved across the Internet and stored, causing unnecessary expense.

Data is retained based on a relational daily-weekly-monthly rotation schedule. You can specify how long to keep daily, weekly, monthly, and yearly backups by creating data retention policies. Multiple retention policies can be created for files, data backed up by the Barracuda Backup Agent (Exchange, SQL, System State), and email messages.

Retention policy for CIFS differs from data backed up via the Barracuda Backup Agent. For file share backup via CIFS, the Barracuda Backup appliance classifies every file as a unique data source, and follows the longest part of retention.

There are some template policies provided to assist you in creating your own retention policies. You can create one policy for all data sources on a Barracuda Backup appliance or multiple policies that each include some subset of the data.

When data is removed according to a retention policy, it is deleted from both the local Barracuda Backup appliance and the offsite storage locations. Removed files that have been backed up using Network File Shares Protocol or SSHFS may be retained for a longer period of time, according to the configuration. Otherwise, once your data has been purged, it is gone forever. Purging applies to historic file revisions only; your current data is not impacted by a retention policy.

To purge data immediately for a specific retention policy, go to the **Backup > Retention Policies** page, and click **Start Data Purge**. Click **Start Data Purge** in the dialog that follows to confirm your selection.

Purging applies to *historic file revisions only*; your current data is never impacted by a retention policy.

Click **Edit** to the right of a retention policy to modify the retention timeline, and click **Remove** to delete a retention timeline.

BU

Dashboard

Backup

Restore

Reports

System

Admin

SourcesReplicationSchedulesExclusionsRetention Policies

HQ Backup (CAM): Retention Policies

Sort By: NameDate AddedSort Direction: AscendingDescending

Search Retention Policy

Virtual Backups

Retention Timeline

- Keep All Revisions: 1 day
- Keep Daily Revisions: 14 days
- Keep Weekly Revisions: never
- Keep Monthly Revisions: never
- Keep Yearly Revisions: never

Email Messages Timeline

- Keep Removed Email Messages: never

Hyper-V

VMware

Edit

Remove

Start Data Purge

Microsoft Exchange

Retention Timeline

- Keep All Revisions: never
- Keep Daily Revisions: 14 days
- Keep Weekly Revisions: never
- Keep Monthly Revisions: never
- Keep Yearly Revisions: never

Email Messages Timeline

- Keep Removed Email Messages: forever

Microsoft Exchange Server

Edit

Remove

Start Data Purge

Microsoft SQL

Retention Timeline

- Keep All Revisions: never
- Keep Daily Revisions: 30 days
- Keep Weekly Revisions: never
- Keep Monthly Revisions: never
- Keep Yearly Revisions: never

Email Messages Timeline

- Keep Removed Email Messages: never

Microsoft SQL Server

SharePoint Server

Edit

Remove

Start Data Purge

Active Directory

Retention Timeline

- Keep All Revisions: 3 days
- Keep Daily Revisions: 14 days
- Keep Weekly Revisions: 8 weeks
- Keep Monthly Revisions: never
- Keep Yearly Revisions: never

Email Messages Timeline

- Keep Removed Email Messages: never

Active Directory Server

Edit

Remove

Start Data Purge

File Server

Retention Timeline

- Keep All Revisions: 3 days
- Keep Daily Revisions: 14 days
- Keep Weekly Revisions: 8 weeks
- Keep Monthly Revisions: 12 months

File Server

Linux Server

Edit

Remove

Start Data Purge

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Click **Edit** or **Remove** to change the retention timeline

Click to start data purge

Figures

1. Retention_Policies.png

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