

Understanding Policies

<https://campus.barracuda.com/doc/48660848/>

This article refers to the Barracuda ArchiveOne for Files version 7.2.0 and higher.

See [Policies Node](#) for additional information.

A policy is a collection of rules and supporting configuration data you define to perform a particular task. Policies are defined via the Management Console and executed by File Agents. Policies are the means by which you implement your archiving strategies within Barracuda ArchiveOne For Files. You can define as many or as few policies as you need to run them against any number of File Agents you deploy. When you construct a policy, you provide the following:

- Criteria used to identify items to process;
- Agents that are to execute the policy;
- Actions you wish performed;
- Repository used to store data;
- Optional schedule.

Policy Criteria

Policy criteria allows you to selectively choose which items you wish to process and which to ignore. Each type of criteria has a wide set of conditions that you can combine together to define the policy. For example, you use conditions such as **is greater than** and **does not equal** with numeric criteria.

Policy Best Practices

To improve index efficiency, avoid a policy strategy that runs frequently but archives a relatively small amount of data. Each time you run a policy, a subset of the index is generated for that particular run. When you then perform a search, each index subset is processed. As such, if your repository contains a high number of small index subsets, searching takes longer. For example, if you run a policy every day but the amount of archived data is relatively small, then consider only running it every week to help reduce fragmentation within your index.

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