



## Data Classification and Information Life Cycle Management (ILM)

*Data classification is an essential prerequisite for a consistent storage strategy and Information Lifecycle Management (ILM).*

This analysis focuses on corporate objectives and regulatory guidelines, and categorizes data in terms of:

- Confidentiality of data
- Integrity of data
- Availability of data
- Adherence to standards

The analysis levels represent a recommended framework within which classified, qualitative application attributes and the underlying data can be determined. This allows company-wide definition of classes (e.g. 'strictly confidential', 'critical', 'audit secure') for which the specification or guidelines can be used in a targeted fashion (for example, data in the 'strictly confidential' class must be encrypted without exception).

This classification is also a necessary basis for realizing and providing clear management of the focused implementation of corporate objectives by means of technologies, processes and staff behavior that are suitable for the classes.

### Data classification methodology

This analysis is carried out in close cooperation with experienced application users ('data owners') and the methodical guidance of the IT department.

The first step involves defining the selected corporate goals and their increments, that is, the framework for the data classes. A maximum of seven categories, with between two and four characteristics each, is recommended.

The next step is the definition of all the applications that are to be classified. The 'data owners' then specify which data characteristics are to be assigned to 'their' applications/data. The consequences, in other words the costs for this area, should be clearly highlighted in this classification phase in order to prevent technical overkill.

### Categories and data classes

This example representation of a classification framework (below) is intended to clarify the synchronization of corporate objectives and data classes.

Category	Classes		
Confidentiality	Strictly Confidential	Confidential	Internal
Availability	Critical = 99.99%	Important = 98%	Non-critical = 85%
Data Integrity/RPO	Critical = 3 minutes	Important = 2 hours	Non-critical = 3 days
Data Integrity/RTO	1 hour	1 day	3 days
Retention Period	3 years	7 years	15 years
Audit Security	Yes	No	



### **Synchronization of objectives and measures**

The analysis provides a clear picture of the critical corporate areas at the application and data levels. With subsequent reviews, it is possible to determine possible adaptation requirements in terms of technology, accompanying processes or staff training in order to realize the internally agreed service levels. Existing policies can then be executed in a more focused manner.

### **Realization recommendations**

A classification of data is a prerequisite for a methodical storage and security strategy and should be undertaken using standardized templates.

An important role in this data survey is the method-specific guidance provided by S&T consultants, which supports the team throughout the analysis process. The assignment of critical classes is thoroughly scrutinized so that classes are allocated in the best possible way for the company.

For each category and class, it is then necessary to define how these technological objectives can be realized and which processes support this.

### **Information Lifecycle Management**

The design of a dynamic archiving system for the automated realization of compliance policies and retention periods is part of a categorized storage strategy.

Information Lifecycle Management assists in moving data between the production system and 'specialized' storage systems (CAS, NAS, VTL, Tape) using defined rules in accordance with the data's respective classes and relative actuality values.

S&T is proud of its proven history of success: methodical consulting, the conversion of corporate goals into comprehensive storage strategies and technical realization using solutions from leading manufacturers are the highly effective steps required for the transparent implementation and structured administration of corporate objectives.