

Servers and server-stored data shall be backed up.

Implementation:

Individually recoverable full backups shall be maintained for all servers and data sources. (Data sources are intended to include hosted data sets. Hosted data sets that are backed up by the hosting provider as per the other sections of this implementation are considered in compliance. Backups of hosted data to UMKC stored media should also be considered for best redundancy.)

Full backups should occur at least once a week. Incremental or differential backups should be maintained when possible, on a daily or bi-daily basis. Full backups will be retained for at least 4 weeks. If snapshots are used for full backups, the snapshot needs to be copied out once a week, so that there are multiple levels of full backup available for restore. Backups older than one week should be stored at a facility other than the location the source storage originated from.