



LEGAL SERVICES
BOARD

Legal Services Board
The Rookery
2 Dyott Street
London WC1A 1DE

www.legalservicesboard.org.uk

FoI request (Ref: 20200319-01)

Thank you for your request for information about the Legal Services Board Backup Policy for the Legal Services Board's Office 365 deployment.

I confirm that LSB holds the information that you have requested, please find this set out below.

1. Can you please confirm if you are using the Microsoft Office 365 solution in your IT environment?

Yes.

2. If so, how you currently back up your Office 365 data? If it is backed up please confirm which software or service solution you currently have in place.

Yes – Asigra.

3. If a system or service is in place to backup Legal Services Board's Office 365 environment can you confirm the retention period the data is stored for?

Daily for 7 days, and then weekly.

4. Who in Legal Services Board is responsible for the protection of your critical data?

Holly Perry - Director, Enabling Services.

If you are dissatisfied with this response to your request for information, you have the right to ask for an internal review / to submit a complaint (see [LSB's Freedom of information – Complaints procedure](#)).

If you are dissatisfied with the outcome of your complaint, you may refer the matter to the Information Commissioner for a decision. Please be aware that the Commissioner will be unlikely to make a decision until you have been through our internal complaints procedure first. You can write to the Commissioner at:

FOI/EIR Complaints Resolution
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

The reference for your request, which should be quoted in all correspondence, is: 20200319-01.