

Domino Data Retention Compliance Made Easy

Franz Walder

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Speakers



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Product Manager

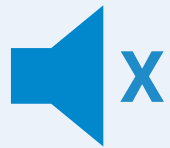
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All attendee lines are muted

This is to prevent interruptions during the presentation.



Please submit questions via the Chat or Q&A panel

Your questions will be addressed directly during the webinar or in the Q&A section after the presentation.



The webinar is being recorded

After the webinar, we will send you a mail to give access to the recording and presentation slides.



Share your feedback with us

Use the link provided at the end to let us know what we can do better.

Agenda

- I. Compliance Overview
- II. A Customer Story
- III. Content Age in Practice
- IV. Advanced Analytics
- V. AI Analytics Sneak Peek



**Do you know the legal obligations
tied to your Domino data ?**

**Do you know your Domino data
and the legal obligations tied to it?**

Domino History: Asset and Obligation

- Notes applications hold **decades of business-critical data**
– not “legacy,” often actively essential
- Re-developing an application is one thing,
migrating a **decade of records flawlessly** is another
- The real question before any move: **what must you retain?**



The Retention Reality

- Most jurisdictions require records to be kept for **defined periods**
 - Financial Services: 5–10 years (books, records, communications)
 - Healthcare: 10–30 years (patient records, PHI-related documentation)
 - Tax Records: 7–10 years | HR / Employment: 2–10 years
- GDPR **storage limitation** principle: retain only as long as purpose requires, but no shorter than the legal minimum
- The challenge: balancing **minimum sector retention** with “no longer than necessary” – without guesswork



Know Your Data

Make Your Data Work for You

- A customer asked us:

“I want to archive unused DBs, can you tell us how old the content is?”

- What their “simple” question turned into:
 - What can we remove right away? → **Sunset / Delete**
 - What do we need to keep around and for how long? → **Archive / Read-Only**
 - What do we need to invest in? → **Modernize / Stabilize**

Three Paths, One Clear Decision

- **Modernize** where content is young and usage is high
 - Build or migrate with confidence – minimal historical data risk
- **Stabilize** where Domino apps remain active and business-critical
 - Continued investment is justified – modernization isn't cost-effective yet
- **Archive** where content has aged out, but retention obligations remain
 - Keep on Domino: archive server, read-only access, fully discoverable for audits

Dumping data into cold storage isn't enough.

Make defensible, auditable decisions
— with evidence to show regulators.

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Content Age in Practice

Two Critical Parameters

- **Retention Period**

- For how long do I have to retain my data?

- **Retention Mode**

- When does the relevant (fiscal) year start?

Data Retention Manager

Data Retention Mode

Allows specifying a custom start date of the (e.g. fiscal) year for retention calculation.

Data Retention Period (Years)

Document age is calculated based on the most recent modification date of each document.

Application Detail: Content Age Over Time



Drill into any application: document counts inside vs. outside retention, modification history, and the retention cutoff date.

The screenshot shows the 'Application Details' page for 'a test of magic'. The left sidebar contains navigation options: Overview, Catalog (with sub-items: Databases, Replica Sets, Servers, Discrepancies, Consolidation Potential, Database ACL Search, Profile Documents), Usage, Design, Content, and Custom Insights. The main content area is titled 'Application Details' and includes a header for the application 'a test of magic (Application)'. Below this are four key metrics: Active User (1), Web/Client Usage (Pure Client), Usage Rank (113), and Design Rank (634). A horizontal menu below these metrics includes options like Application, Other Instances (3), Views, Usage, Content Analysis, Content Age (selected), Custom DB Instance properties, Design Complexity, Design Similarity, and Design Insights. The 'Content Age' section is expanded to show an 'Overview' with four metrics: Scanned Documents (27), Inaccessible Documents (-), Latest Document Modification (3 months ago), and Earliest Document Creation (13 years ago). At the bottom, a bar chart shows 15 documents outside the retention period (55.6%) and 12 documents inside (44.4%), with a retention cutoff date of Oct 2, 2020.

Application Details

a test of magic (Application)
test/atestofm.nsf on [redacted]
Replica ID: [redacted]

Active User: 1 (Last 90 days)
Web/Client Usage: Pure Client (Last 90 days)
Usage Rank: 113 (Last 90 days)
Design Rank: 634 (Last 90 days)

Application | Other Instances (3) | Views | Usage | Content Analysis | **Content Age** | Custom DB Instance properties | Design Complexity | Design Similarity | Design Insights

Overview

History
Profile Documents
DB Instances

Overview

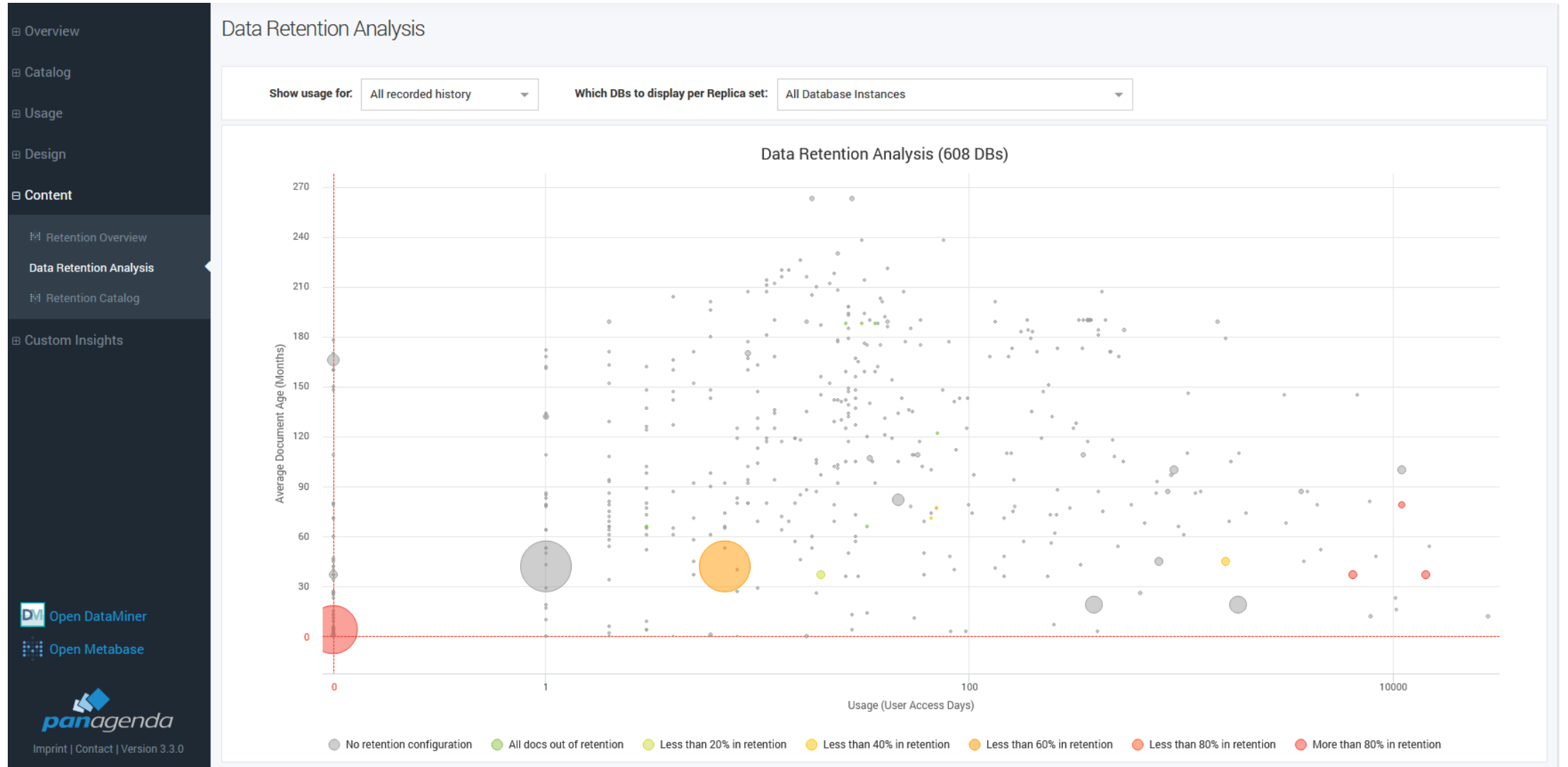
Scanned Documents: 27 (Sat, Sep 27, 2025 10:04 AM)
Inaccessible Documents: - (Scan Errors)
Latest Document Modification: 3 months ago (Tue, Jul 1, 2025 3:09 PM)
Earliest Document Creation: 13 years ago (Mon, Dec 17, 2012 12:30 AM)

15 Documents Outside Retention Period | 55.6% | 44.4% | 12 Documents Inside Retention Period

Retention Cutoff: Oct 2, 2020

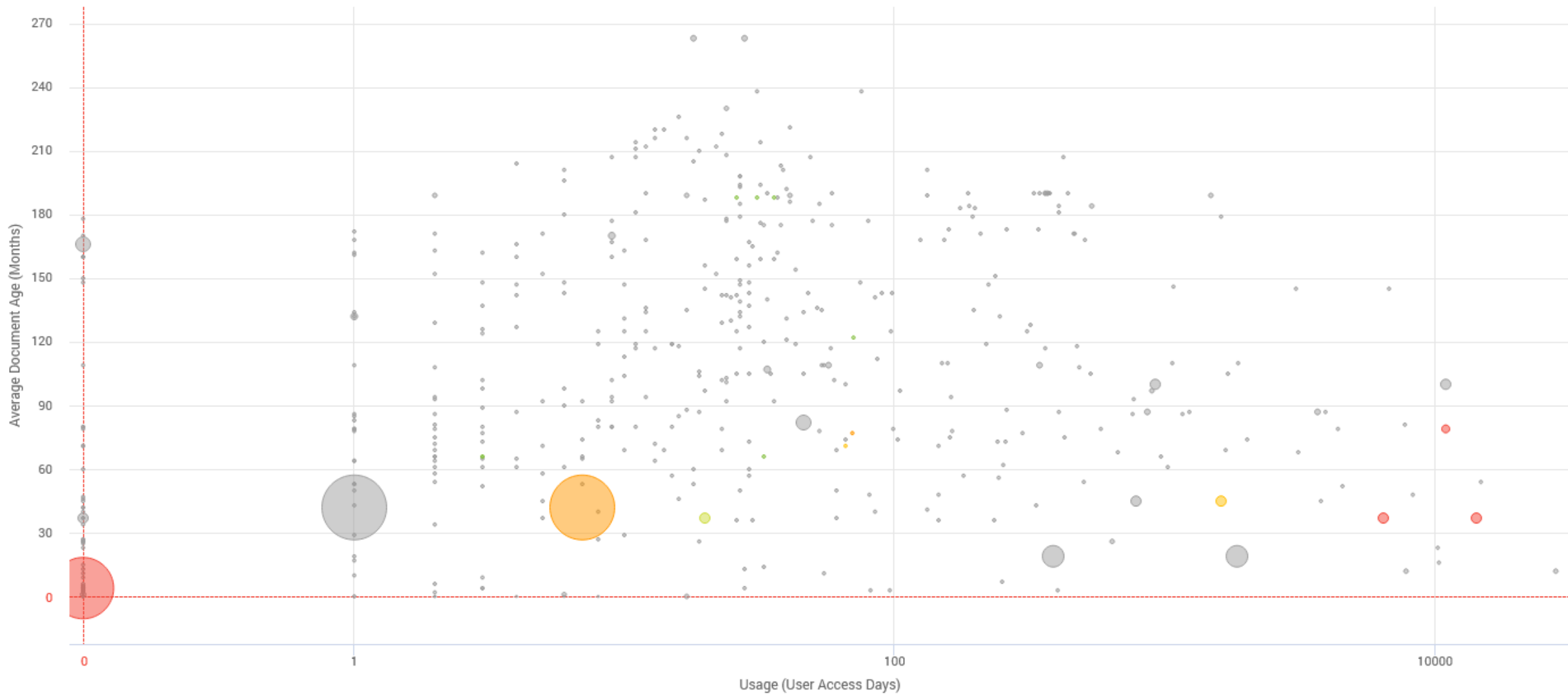
Your Portfolio at a Glance

Each bubble = one application. X-axis: usage frequency. Y-axis: average content age. Color: % of documents inside retention period.



Your Portfolio at a Glance

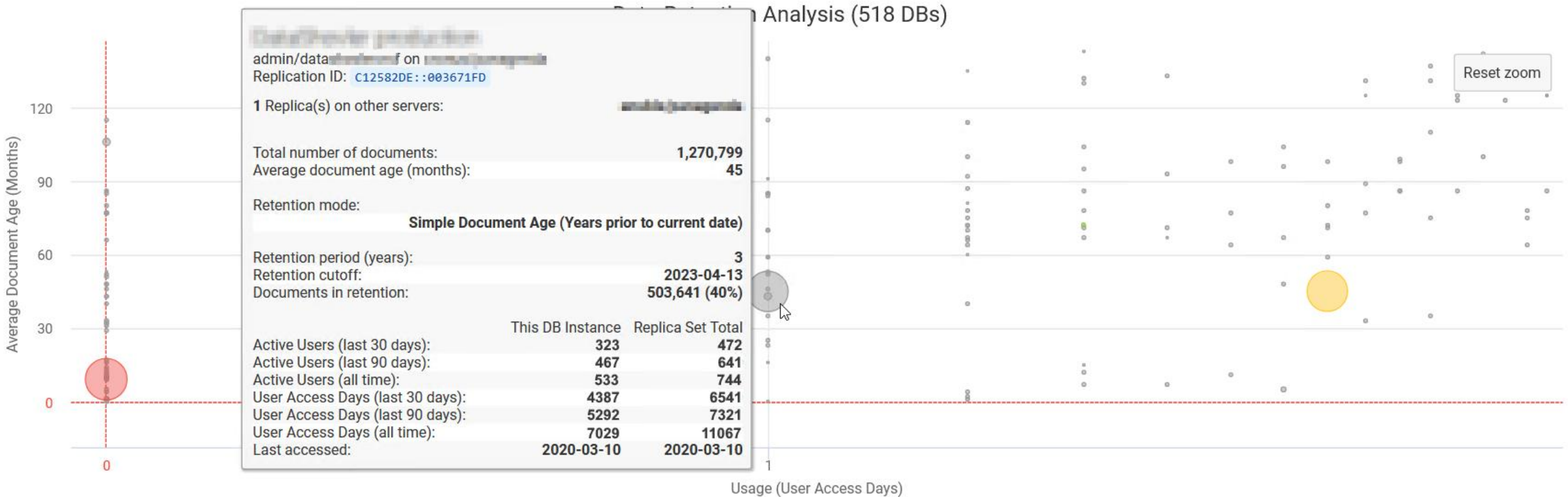
Data Retention Analysis (608 DBs)



- No retention configuration
- All docs out of retention
- Less than 20% in retention
- Less than 40% in retention
- Less than 60% in retention
- Less than 80% in retention
- More than 80% in retention

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Each bubble = one application. X-axis: usage frequency. Y-axis: average content age. Color: % of documents inside retention period.

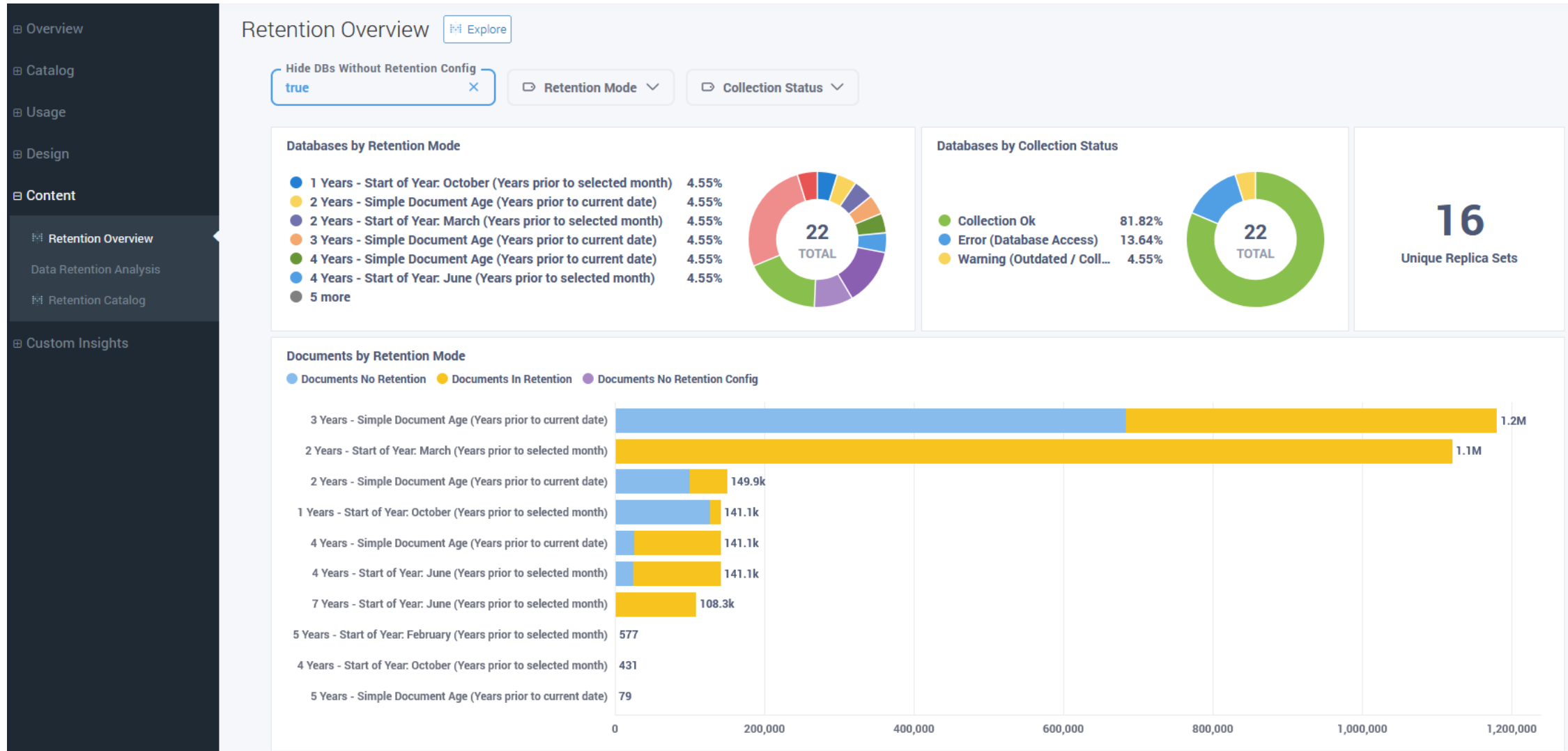


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Retention Overview: Compliance at a Glance



Summarizes retention settings across your application portfolio – by mode, collection status, and documents in or outside retention period.



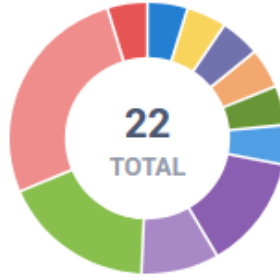
Hide DBs Without Retention Config true

Retention Mode

Collection Status

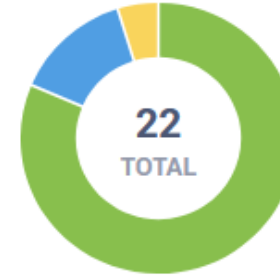
Databases by Retention Mode

- 1 Years - Start of Year: October (Years prior to selected month) 4.55%
- 2 Years - Simple Document Age (Years prior to current date) 4.55%
- 2 Years - Start of Year: March (Years prior to selected month) 4.55%
- 3 Years - Simple Document Age (Years prior to current date) 4.55%
- 4 Years - Simple Document Age (Years prior to current date) 4.55%
- 4 Years - Start of Year: June (Years prior to selected month) 4.55%
- 5 more



Databases by Collection Status

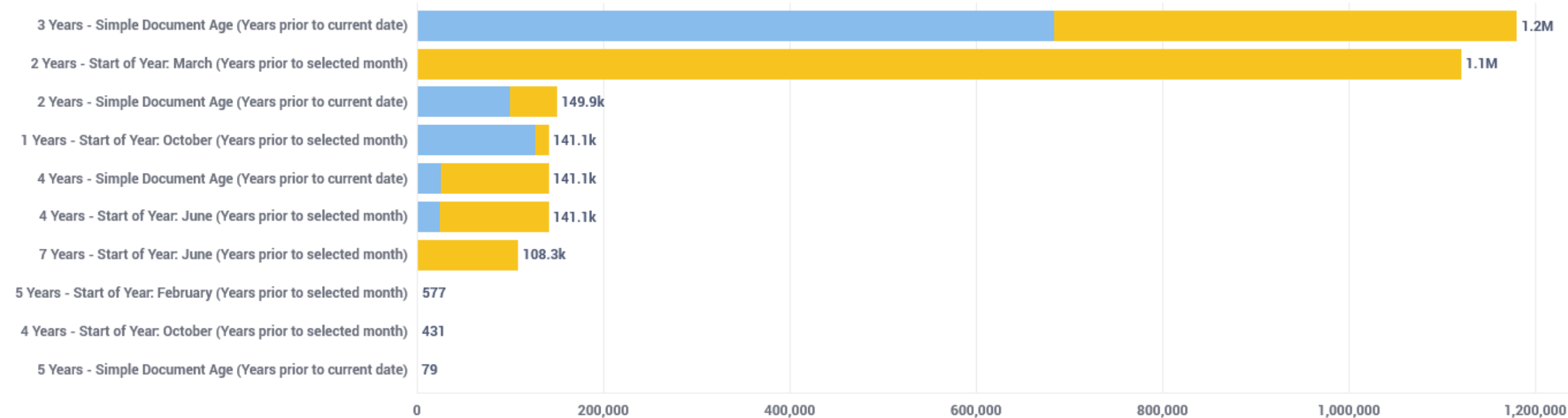
- Collection Ok 81.82%
- Error (Database Access) 13.64%
- Warning (Outdated / Coll... 4.55%



16
Unique Replica Sets

Documents by Retention Mode

- Documents No Retention
- Documents In Retention
- Documents No Retention Config



Designing a Compliant Archive

- **Retention schedules first** – map applications to periods by jurisdiction and industry
- **Integrity by design** – Domino's access controls and audit trails already provide immutability
- **Keep on Domino** – archive server with read-only access. No migration cost, no risk of data loss
- **Data sovereignty** – on-premises means your data stays under your control, always
- **Accessibility** – retained records must remain searchable for DSARs, audits, and legal holds
- **Evidence of control** – iDNA reports link content age to retention outcomes; defensible to auditors



Analytics in iDNA

Analytics Architecture

- **DataMiner:** Analytics API / BI Interface
 - GUI + SQL
 - Connect your own applications
 - Excel, Power BI, Tableau, ...
- **Metabase:** Reports and dashboards
 - GUI + optional SQL
 - Publish in iDNA & share in your organization
- **MCP Server:** Access for AI systems
 - **Important: Proof of Concept!** No general availability ETA yet.



Let's take a look together!

Thank you!

QUESTIONS?



Your Feedback Matters to Us





WEBINAR

Series: 2026 – A year of change

What You Can Learn from a Year of Our Support Cases

June 02, 2026 | 4pm CEST | 10am EDT



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