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☐☐ PBX Voice Recording Backup & Web Access Plan

☐ Scope

- Automatically archive and transfer PBX call recordings from GCP-hosted Linux servers to an on-premises FTP server.
- Provide web-based, password-protected access to recordings for internal staff.

☐☐ Daily/Weekly Backup Workflow

Step 1: Prepare the PBX Nodes (GCP Linux Hosts)

- Confirm recordings are stored under structured directories like:
`/var/lib/freeswitch/recordings/{hostname}/archive/{year}/{month}/`
- Ensure correct file ownership (e.g. www-data) and read access.

Step 2: Create a Bash Script for Scheduled Archiving

- Script will:
- Compress the current day/week's recordings into a dated .tar.gz archive.
- Upload the archive securely to the FTP/scp server.

Step 3: Automate with Cron

- Schedule the script at 12:01 AM weekly or daily, depending on retention needs:

☐☐ Web Access Setup (On-Prem FTP Server)

Step 4: Install IIS & Configure Web Root

- Set FTP destination path as IIS web root:
`C:\inetpub\wwwroot\pbx-recordings`
- Configure basic authentication.

Step 5: Implement Access Restrictions

- Restrict login to local subnet IPs (e.g. 192.168.x.x) via IIS IP Restrictions.

Step 6: Password-Protect Recording Directory

- Use IIS features or .htaccess equivalent to secure the /pbx-recordings folder.

Step 7: Simple Listing Page (Optional)

- Create a minimal HTML index or use a file-listing tool for browsing recordings:

☐ Security Checklist

- ☐ Use strong FTP/SCP credentials.
 - ☐ Validate archive before upload.
 - ☐ Enable firewall rules to limit access.
 - ☐ Monitor backups and access logs.
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