

Privacy Policy

Questions to ask yourself when defining this policy:

- Who or what is your Data Controller?
- Will your Research Community have a Data Protection Officer?
- Which information do you need to collect on the user? Is this minimised?
- Specific data collected by each service may vary. Can your Infrastructure provide a template statement for all services?

This policy is effective from <10.12.2021>.

Name of the Service	openRDM
Description of the Service	<p>openRDM offers a research data management service to the international research community, focused on active data management. Active research data management (ARDM) is the process of organising data during an ongoing research project (data annotation, storage and backup).</p> <p>The service is based around the ARDM platform <u>openBIS</u>, developed for the last 12 years by the Scientific IT Services of Informatikdienste (ID SIS) at ETH Zurich. openBIS is a server-client application: the remote server hosts the database and storage backends which are accessed by the users from their local machines via a web browser. openBIS combines a data management platform with a digital lab notebook and a sample and protocol management system. It enables scientists to meet the ever-increasing requirements from funding agencies, journals, and academic institutions to publish data according to the FAIR data principles – according to which data should be Findable, Accessible, Interoperable and Reusable. The system is available in a version specific for life sciences and</p>

	in a generic version, customizable for other scientific disciplines.
Data controller and a contact person	EnhanceR 3000 Bern Switzerland
Data controller's data protection officer (if applicable)	Sigve Haag EnhanceR 3000 Bern Switzerland egi-ace@swing-grid.ch
Jurisdiction and supervisory authority	Jurisdiction: CH, Switzerland.
Personal data processed and the legal basis	<p>A. Personal data retrieved from your Home organisation:</p> <ul style="list-style-type: none"> - your unique user identifier (SAML persistent identifier) - your role in your Home Organisation (eduPersonAffiliation attribute) - your name <p>B. Personal data gathered from yourself</p> <ul style="list-style-type: none"> - openBIS logfile which contain local username + email address.
Purpose of the processing of personal data	Log files for incident handling purposes only.
Third parties to whom personal data is disclosed	Personal data will not be used beyond the original purpose of their acquisition. If a forwarding to third parties should be necessary to answer an inquiry or to carry out a service, the consent of the data subject is considered to have been given when using the respective function or service. In particular,

	<p>the data you provide to us will not be used for advertising purposes.</p> <p>For the purpose given in this privacy policy, personal data may be passed to the following third parties:</p> <p>Within the EU / EEA:</p> <ul style="list-style-type: none"> • DESY (resource provider, service administrator, sub-contracted data processor) • The records of your use and technical log files produced by the Service components may be shared, via secured mechanisms, for security incident response purposes with other authorised participants in the academic and research distributed digital infrastructures authorised by EGI Foundation governance, only for the same purposes and only as far as necessary to provide the incident response capability where doing so is likely to assist in the investigation of suspected misuse of Infrastructure resources.
How to access, rectify and delete the personal data and object to its processing	You can exercise the rights at any time by contacting our data protection officer using the contact details provided in the Data Protection Officer section.
Withdrawal of consent	Not applicable.
Data portability	You can exercise the rights at any time by contacting our data protection officer using the contact details provided in the Data Protection Officer section.
Data retention	The records of your use and technical log files produced by the service components will be deleted or anonymised after, at most, 18 months.
Data Protection Code	Data will be protected according to the



of Conduct	Code of Conduct for Service Providers, a common standard for the research and higher education sector to protect your privacy. https://geant3plus.archive.geant.net/Pages/uri/V1.html
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