

# XSEDE Privacy Policy

*March 2015*

Version 1.0



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## A. Document History

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Relevant Sections	Version	Date	Changes	Author
Entire Document	0.1	04/22/2014	Baseline	A. Slagell
Entire Document	0.2	08/19/2014	General edits and clarifications	G. Peterson
Entire Document	1.0	3/19/2015	Approved management by	A. Slagell

## B. Document Scope

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XSEDE, on behalf of the National Science Foundation (NSF), operates a set of central infrastructure, which serves to federate many service provider sites.

This policy pertains only to information gathered through the XSEDE central infrastructure, such as, the XSEDE User Portal (XUP), the XSEDE ticket system, the XRAS proposal submission system, and resource allocation usage reported back to the XSEDE Central Database (XDCDB).

Service provider sites and affiliated partners, such as science gateways, may gather information by means other than the XSEDE infrastructure, and such information does not fall under this policy unless it is shared by partners with XSEDE. XSEDE may also share information with those partners (as subsequently described in this document), but such information, once shared, no longer falls under this policy.

## C. Document Body

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### C.1. Definitions

**Personally Identifiable Information:** Information, which might be used to uniquely identify an individual. The Personally Identifiable Information collected by XSEDE includes name, postal address, email address, and phone number.

**Principal Investigator (PI):** An XSEDE user who has received access to XSEDE allocated resources via a resource allocation granted through the NSF allocations process (using the XSEDE Resource Allocations Committee). A PI may grant access to XSEDE to other users, whose usage will be charged to the PI's allocation.

**XSEDE:** When used unqualified, this term refers to the common infrastructure operated by the XSEDE Operations group, distinct from the infrastructure provided by XSEDE Service Providers.

**XSEDE Allocated Resources:** Resources provided by XSEDE Service Providers to the XSEDE Community.

**XSEDE Community:** The set of authorized users of XSEDE. This includes both users who may directly use an allocation and users who may use XSEDE through an XSEDE Partner (*e.g.*, through a Science Gateway interface).

**XSEDE Partners:** Peer organizations, which collaborate with XSEDE but are not governed under its policies. Examples include Science Gateways and peer grids such as the Open Science Grid.

**XSEDE Service Provider (SP):** SPs are independently funded organizations that provide cyber-infrastructure services to the XSEDE community.

### C.2. Personal Information XSEDE Collects

XSEDE collects and stores:

- Personally Identifiable Information (*e.g.*, name, postal address, email address, and phone number) to maintain the ability to communicate with customers.
- Other personal information (*e.g.*, data logs) in order to develop metrics on usage of XSEDE resources by individuals from various groups or communities.
- Information for purposes of establishing eligibility for access to various XSEDE resources. The users may choose not to supply elements of the requested information, but access to those resources may be restricted as a result.

There are different ways of accessing XSEDE, each of which involve different disclosure of personal information. Details follow for each type of access.

### **C.2.1. Data From Anonymous Use of the Public XSEDE Website**

XSEDE maintains a public website, which allows for anonymous, public access. When one uses this website, XSEDE collects the user information sent by their client (typically a web browser) and through the use of various technologies such as cookies. This information typically includes the user's Internet address, type of web browser, operating system and, if the user was directed to the XSEDE website from another website, the address of that website.

### **C.2.2. Data From Use of the XSEDE User Portal (XUP)**

Information collected at registration on the XUP includes name, addresses, affiliations, title, phone numbers, email addresses, and other optional biographical information such as social media handles and interests. As an XUP user, one must opt-in to make any of that public. Only name, email, address, phone number, and NSF user type are required fields.

### **C.2.3. Data From Accessing XSEDE Through Partners**

XSEDE may be accessed through a number of partners, including Science Gateways and peer grids (*e.g.*, OSG). The community entrusts certain information to the community PI and/or the gateway operators. The collection and protection of information collected by the PI and/or the gateway operators are subject to their data privacy and protection rules and are solely their responsibility. When one accesses XSEDE via a partnering service XSEDE may obtain personal information or attributes about the user from that entity, but only if that entity has the right to share the user information with XSEDE.

### **C.2.4. Data From PIs Submitting a Proposal for an XSEDE allocation**

As part of submitting a proposal for access to XSEDE resources, various information in support of the request may be voluntarily submitted by a proposer. This is mostly a subset of the information collected for an XUP account, and an XUP account is required for final submission of a proposal.

### **C.2.5. Data From Allocated Users of XSEDE**

Most XSEDE services have logging, monitoring, and/or instrumentation features to track individual usage of these services. Data collected by these service features is subject to this policy.

Additionally, users may voluntarily place data on XSEDE resources (*e.g.*, the XSEDE-Wide File System), either as part of submitting a computational job or through the use of data storage facilities. Such data is subject to this policy.

## **C.3. How XSEDE Uses Collected Information**

XSEDE uses personal information for the following purposes:

- To administer and manage XSEDE and its constituent resources.
- To communicate with users regarding XSEDE.

- To provide the information and services users request.
- To provide personalized content when users visit the XSEDE website or services.
- To improve XSEDE websites and services.
- To better market XSEDE products and services.
- To produce reports for NSF and other funding or advisory bodies.
- For any other purpose, which we disclose to users in a specific privacy notice.

#### **C.4. With Whom Does XSEDE Share Information**

XSEDE does not resell user information to advertisers or give identifiable information to third parties, except for details necessary to XSEDE service providers and XSEDE operations staff to resolve system issues, perform accounting on XSEDE allocations, and resolve security incidents.

This and other sharing is described in more detail below.

##### **C.4.1. Information About XSEDE Usage**

For accounting and reporting purposes, XSEDE collects information about how its users utilize XSEDE allocated resources. This information is collected by individual service providers and may also be stored by those providers.

While XSEDE does not make this data public as a matter of course, users should be aware that its privacy is limited as a practical matter. It is available to other members of the project to which the utilization is charged and, depending on the specific resource, may also be inferred by other users of that resource.

XSEDE routinely shares the information, typically in aggregate form but potentially unfiltered, with funding agencies and researchers working on their bequest. XSEDE also uses this information internally for operational purposes.

##### **C.4.2. XUP Profile**

Profile information users set on the XSEDE User Portal (XUP) is opt-in only. Should one choose to share certain fields in their Portal privacy settings, these become a part of the public directory.

##### **C.4.3. Information from a Partner**

If a partner (*e.g.*, gateway operator, PI, or campus champion) releases data to XSEDE, they must specify if it has privacy constraints and thus falls under this policy. All other data received is assumed public and may be used at the discretion of XSEDE.

##### **C.4.4. Proposal Submissions**

Information included in allocation proposals is treated as private communications between the proposers and the XSEDE staff and committees needed to evaluate the proposals. This includes information about whether or not a proposal has been submitted for evaluation.

Data from proposals may be utilized by XSEDE staff and/or their designates to study the allocations process and perform correlation with usage patterns and scientific success/productivity either for purposes of the XSEDE or for reports to sponsors. In such cases, results will be anonymized and/or aggregated before being made public.

#### **C.4.5. Information about Allocation Awards**

The existence of an award and basic information about the principal investigator (PI) and project (*e.g.*, the size and duration of the award, on which resources the award is made, and the proposal abstract) are made public.

#### **C.4.6. Information Shared with Service Providers**

XSEDE routinely makes information about its users and their usage available to participating service providers for purposes of securing, maintaining, and administering XSEDE resources. While some of these service provider staff are also XSEDE staff, not all of them are. Information shared in this manner will then fall under the privacy policies of the service provider sites rather than this policy. While this information is shared without obligation, it is expected these sites will treat such information for operational purposes in a manner generally in alignment with this policy.

#### **C.4.7. Legal Requests**

The XSEDE project office is associated with a public institution and funded by a federal agency. Therefore, XSEDE is subject to Freedom of Information Act requests and must respond to these as well as any other legitimate legal and regulatory requests.

### **C.5. Acceptance of This Policy**

One may choose to use or continue to use XSEDE services. Such usage constitutes acceptance of this privacy policy. One may also choose to stop using XSEDE services and/or appeal to XSEDE management.

### **C.6. Governance**

XSEDE will cooperate with partners in audits and investigations in the event of suspected breaches of this policy.

Over time XSEDE may update this privacy policy. Notice of such changes may take the form of an additional notice provided to use at the time XSEDE collects user information, a notice on the XSEDE website, or other more proactive approaches. The form of notice given will depend on the nature and extent of the change, at the discretion of XSEDE management. Regardless of the nature of the change to the policy and form of notification, such changes will apply to any personal information users may have previously provided to XSEDE.