

# **Ilifu Research Facility Privacy and Personal Information Protection Policy**

Version 1.0  
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# Privacy and Personal Information Protection Policy

## Objectives

The Ilifu cloud computing research facility supports research projects in the fields of astronomy and bioinformatics. The ilifu facility is operated by the Inter-University Institute for Data Intensive Astronomy (IDIA), in partnership with University of Cape Town, University of the Western Cape, Sol Plaatje University, University of Stellenbosch, Cape Peninsula University of Technology and the South African Radio Astronomy Observatory.

In the course of its operation, Ilifu collects, stores, transmits, and uses Personal Information of Ilifu account holders. This policy outlines Ilifu's commitment to protecting this Personal Information, as well as the policies that apply to it.

## Definitions

- Account Holder: an individual who has an Ilifu account.
- Principal Investigator: faculty member (full- and part-time) or lead researcher at a South African university, college, or research institute that is eligible for a research project supported on Ilifu.
- Ilifu Team Member: any individual employed by or working on behalf of Ilifu or IDIA.
- Funder: an organization or government that provides funding to support Ilifu operations.
- Personal Information: any information about an account holder for which there is a serious possibility that the individual could be personally identified through the use of that information, alone or in combination with other available information.
- Sponsored User: any individual whom a Principal Investigator has identified and approved for access to resources and services.

## Scope

Ilifu collects Personal Information about Ilifu Account Holders that is necessary to operate, maintain, and provide resources and services in the pursuit of its duties, the fulfillment of its mandate, or as part of its obligations to its funders.

Personal Information covered by this policy is Personal Information that is used to:

1. manage and administer accounts, including tracking system usage and allocations;
2. communicate with Account Holders, including through the creation of mailing lists; and
3. comply with funder requests and requirements,

Account Holders can view their Personal Information by logging into their account. An Account Holder's country, institution, position and phone number can be changed by users directly by

logging into their account at [reports.ilifu.ac.za](https://reports.ilifu.ac.za) and going to their profile. Other changes to Personal Information can be requested through [support@ilifu.ac.za](mailto:support@ilifu.ac.za).

## Policy Statements

1. Ilifu collects, stores, transmits, and uses only Personal Information that is essential to the pursuit of its duties, the fulfillment of its mandate, or as part of its obligations to its funders.
2. Consent related to the collection, storage, transmission, and use of Personal Information will be obtained each time an account is created and from time to time, as policy may change.
3. For Personal Information that is held on Ilifu servers, access is shared on an as needed basis to Ilifu Team Members who require access for the purposes identified above in section Scope above.
4. Access to Personal Information for Sponsored Users is shared with anyone who has sponsored, identified, and approved them for access to resources.
5. Ilifu will not disclose Personal Information to external entities without the prior consent of the individual concerned or as required by law. However, Personal Information may be shared with appropriate law enforcement authorities, if suspected criminal activities are detected.
6. In some circumstances, Ilifu may use a third party that may store data on servers located outside South Africa. The use of these third parties will be indicated on the [ilifu website](#).
7. Ilifu uses reasonable and appropriate security measures to protect against loss, theft, or unauthorized access, disclosure, use, or modification of the Personal Information that it collects, stores, transmits, and uses. In the event of unauthorized disclosure of Personal Information, Ilifu will notify all affected Account Holders.