



Terms of Use – Guest User Access to Elven Azure AD

You are now added to the Azure Active Directory of Elven Organization as a Guest User. As a Guest User you will have the opportunity to collaborate on resources and applications provide by Elven Organization and member users of Elven Azure AD, including any other guests added to the Azure Active Directory.

The following Terms of Use agreement must be accepted to be able to access resources in Elven Organization, but you are free to NOT accept now or at a later time. The Terms are written in compliance with **EU GDPR** rules, and under any updates to these terms you will be notified and required to consent again.

Consent

By accepting these Terms of Use, you will have the opportunity to access Elven Azure Active Directory, tenant name elven.onmicrosoft.com, as a Guest User using your own identity provider which will be external Azure Active Directory, Microsoft Accounts or Social ID accounts linked to Microsoft Accounts.

The following Personally Identifiable Information (PII) will be stored in Elven Azure AD:

- Name
- E-Mail Address
- Telephone Number (if supplied when Conditional Access with Azure Multi-Factor Authentication is required)

In addition, the following will be stored, for a maximum of 30 days, in sign-in logs and audit logs:

- Application Accessed
- Client Used (Operating System, Agent)
- Location Signed in from
- IP address
- Date and Time for Sign in
- MFA Required
- Sign-in status
- Change Activities related to Guest User object

Dependent on the Resources and specific Apps being used, information that the guest user self supplies can also be stored.

Right of Access

You can at any time review this Terms of Use agreement, as well as request to see what data Elven Organization has stored for your guest user.

Right to be Informed on Breach

If Elven Organization has suspicions and/or confirmations of data breach that might affect Azure AD and Guest Users, you will be notified by e-mail.

Right to Erase

You can at any time request to be removed as Guest User for Elven Azure Active Directory, this will delete all guest info as depicted above in the Consent section. Note that this also will render any access to resources in Elven Azure AD not available.

Data Portability

If you should want to move your information to another organization other than Elven Organization, you can request to be supplied to any data about your relevant guest information to be exported to .CSV files, but data exchanged in Apps and Documents related to collaboration between you and Elven members that are not PII will be kept. Other organizations can freely reuse your information as provided under Consent as they should wish.

Requests and Contact information

Any requests related to above Terms of Use should be directed to ToC@elven.no.