SCUOLA NORMALE SUPERIORE

***High Performance Computing Center***

**To the CHPC Committee**

**Request for the creation or renewal of a user account**

**First and last name of the applicant**

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**Email**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**User role**

❑ Professor

❑ Researcher

❑ Research fellow

❑ Scholarship holder

❑ Student

❑ PhD student

❑ External (indicate the entity/institution) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

❑ Other (describe)

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**Internal contact (teacher or researcher)**

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**Faculty / Research Laboratory:**

❑ Faculty of Letters and Philosophy

❑ Faculty of Sciences

❑ Laboratories and Centers (specify)

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❑ External affiliation (specify)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Project for which the access is being requested (for external persons)**

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**End date of the project (for external persons) or of the contract (for SNS staff and faculty)**

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The undersigned requests the assignment of the resources listed above and undertakes to sign and respect the code of conduct and the rules attached to this application.

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Internal contact signature

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SCUOLA NORMALE SUPERIORE

***High Performance Computing Center***

**BEHAVIOR RULES**

The resources of the HPC Center, including computing equipment, general infrastructure, installed software, local and remote network traffic can be employed only for the purposes set out in the “Statuto of the Scuola Normale Superiore”[[1]](#footnote-0) and in compliance with Italian laws. Explicit authorization must be requested to use the resources of the HPC Center. The user must comply with the following rules.

**1 General Use** While using the resources, The User must comply with the HPC Center Regulations, the provisions in force, the instructions of the HPC staff, and Scuola Normale Superiore Decrees and Regulations. The User operates on such resources in good faith, following standard security practices and takes the necessary precautions to avoid damage to the center infrastructure, the computing equipment, to other users and to third parties. The User asks the opinion of The HPC Committee in case of doubt about its compliance, and immediately notifies The HPC Staff in any suspected case of violation or negligence, as well as in any other situation that may produce damage to The Center Resources, to Other Users, and to Third Parties.

**2 Account and Credentials**

* 2.1 Accounts must be used in a way compatible with the purpose for which they were assigned.
* 2.2 Each user must take all reasonable precautions to protect his/her account and data from unauthorized access. User accounts are strictly personal. It is forbidden to share account credentials with others.
* 2.3 Users must immediately inform the HPC Staff of any unauthorized access attempt.
* 2.4 The Staff employs automatic tools which ensure that minimum security rules are enforced.

**3 Data and Material Protection of Other Users** A registered user must respect the work environment of other users, as well as the confidential nature of any data or material that may have become available, both during normal work and inadvertently. The user must inform the HPC Staff immediately in suspected cases of violations of such confidentiality.

**4 User’s Affiliation Changes** The user will inform the Staff of the HPC Center of any change of his position towards the Scuola Normale Superiore, in particular in case of departure or change of activity group.

**5 Intellectual Property of the Scuola Normale Superiore and property of others**

* 5.1 The Scuola Normale Superiore is the sole owner of the intellectual rights associated with any code and data developed and/or obtained by making use of HPC Center Centre resources, unless these are already distributed under a pre-existing license.
* 5.2 Programs and applications provided by private external companies and institutions with existing rights remain the intellectual property of those companies or institutions. Programs and applications distributed under a public license remain public.
* 5.3 Users must use programs and support material in accordance with the conditions set out in their license of use. In particular, programs can be used only on authorized machines and copies of it may require a new license. In case of doubt, the user will request the opinion of the HPC Committee. If the intellectual property is deliberately violated or following serious negligence, the implicated user will consequently be the unique responsible.

**6 Compliance with Data Protection Law** The user assumes full responsibility for the compliance of the handled data in accordance with national and international law. In particular it ensures proper compliance with the “General Data Protection Regulation” (EU Regulation 2016/679, GDPR) and the Legislative Decree nr. 196/2003 “Codice in Materia di Protezione dei Dati Personali” and following amendments. In case of doubt, the user will request the opinion of the HPC Committee.

**7 General Management Interventions** The User grants The HPC Staff full access to the code and data stored on the HPC Cluster for general management interventions (including but not limited to backups, cache and scratch cleaning) in the context of ordinary and extraordinary work performed by The Staff in the execution of its duties. In-depth access to the code and data, limited to the scope of the request, is implicitly granted whereby The User asks The Staff for help, either in written form or orally.

**8 Measures in case of violation** In the event of ascertained violation of above rules, abuse of the resources of the HPC Center, violation to the security and integrity of the systems and/or damage to any other involved parties, the User may be cautioned or temporarily forbidden to use the computing resources by the HPC Staff, depending on the gravity of the violation as assessed to the sole discretion of the HPC Staff. The Staff will then inform the HPC Committee of any such restrictions and the Committee will take any action deemed appropriate. Any damage caused by the User will be dealt with by competing offices in SNS.

**9 Privacy policy** The CHPC Committee and Staff will collect data generated by the users access to computing services according to the EU Regulation 2016/679 and Article 13 of legislative Decree. nr. 196/2003 as described in the “Privacy policy of the CHPC”[[2]](#footnote-1) document. By signing this form the user agrees to the provisions described therein.

**10 Changes to Terms and Conditions** The current Terms and Conditions can be changed unilaterally by the HPC Committee with a thirty days notice to The Users. The Users can either implicitly accept the new Terms and Conditions or explicitly opt-out of using The HPC Cluster and ask for their account deletion.

The undersigned \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ declares to have read these regulations.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. <https://www.sns.it/it/scuola-normale-superiore/statuto-regolamenti-codice-etico> [↑](#footnote-ref-0)
2. <https://hpccenter.sns.it/page/privacy/Privacy_policy_CHPC.pdf> [↑](#footnote-ref-1)