

## **Guidelines for handling users' personal data on the supercomputer Fugaku**

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RIKEN Center for Computational Science

*This document is an English translation of the document written in Japanese and is for information purposes only. Users should also refer to the "Regulations for Use of the Supercomputer Fugaku."*

The RIKEN Center for Computational Science (hereinafter referred to as "R-CCS") shall collect the following personal data from users (hereinafter referred to as "Personal Data") on the supercomputer Fugaku:

- Personal Information  
User's information, such as user's name, e-mail address, account name, etc.
- Access logs  
Log data generated when the users access the supercomputer Fugaku, the login-nodes, and the user portal, such as client's IP address, account name, session ID, cookie information, access time, operation log, etc.

R-CCS shall treat the Personal Data in accordance with the guidelines below.

1. R-CCS shall not use the Personal Data for any purpose other than user management.
2. Any data that R-CCS collects shall be handled strictly in accordance with RIKEN's policy on the protection of personal data (ref. <https://www.riken.jp/en/privacy/>).
3. R-CCS shall not use access logs for any purpose other than for analysis of access trends and statistics of the number of visitors, or for troubleshooting the Fugaku system.
4. R-CCS shall not disclose the Personal Data to third parties except in the following cases:
  - (1) When operation and maintenance of the supercomputer Fugaku are outsourced to a third party, and handling of the Personal Data by the third party becomes necessary. In this case, the third party personnel conducting the operation and maintenance work shall observe the provisions of these guidelines. When results of system usage analysis are published, the disclosed information shall be de-identified and shall not contain any identifiable personal information.
  - (2) When disclosure is requested by legal process.
  - (3) When disclosure is requested by the project administrator.
5. R-CCS shall promptly delete personal information that is no longer needed.
6. Generally, R-CCS keeps access logs for 5 years.