Research Computing Services (RCS) – TERMS OF SERVICE

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<td>Preamble</td>
<td>Research Computing Services (RCS) provides computing infrastructure resources and associated services to authorised University of Melbourne (UoM) researchers for research purposes. The purpose of this document is to affirm that UoM researchers are the primary target group for RCS services, and to describe the terms under which services and resources are provided to UoM researchers.</td>
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| Services and resources | RCS provides services and resources as described in its published services catalogue. In particular, it provides UoM researchers the following:  
  • data storage and management infrastructure and associated applications;  
  • computing infrastructure and associated applications;  
  • RCS training services |
| Eligibility for service | UoM researchers and their collaborators are eligible to use these services. However, all assigned infrastructure resources must have an Accountable Resource Owner (ARO), who may nominate appropriate Authorised Users. The ARO is the person to whom infrastructure resources are formally allocated, and as such is the sole accountable owner of that resource for the duration of its allocation. Typically, an ARO will have appropriate positional authority, including financial delegation, within their organisational unit. See ‘Roles and responsibilities’ below. The following groups and applications are ineligible for access to these services: |
- organisations external to UoM
- non-researchers
- non-research uses

### Fair and responsible use

The ARO must ensure that resources are used fairly and responsibly at all times, including but not limited to:

- compliance with relevant policies such as
  - Provision and Acceptable Use of IT Policy (MPF1314)
  - Information Security (MPF1270)
  - Grant conditions, (e.g. relevant research data management plan(s), ethics clearances, etc.)
  - Copyright
  - RCS instructions

### Roles and responsibilities

**Service Provider (RCS)**

- Provides services and resources as per the published services catalogue
- Contact the ARO prior to resource termination or any concerns with usage
- Note: The University is not liable for loss, damage or consequential loss or damage arising directly or indirectly from use of the infrastructure and associated software.

**Accountable Resource Owner (ARO)**

- Must be a University of Melbourne staff member with the status of Researcher and typically will have appropriate positional authority, including financial delegation, within their organisational unit.
- Is not an honorary UoM researcher
- Is the sole accountable owner of resources allocated to them for the duration of that allocation, including data or data collections where relevant
- Is solely accountable for all aspects of compliance, fair and responsible
use, behaviour of users, and any incurred costs.
- May invite and authorise other researchers and collaborators (‘Authorised Users’) to use resources for which they are ARO, including delegation of some management functions to those invited. (Notwithstanding any delegations the ARO retains ultimate accountability for compliance, fair and responsible use, behaviour of users, and any incurred costs., and for the currency of the Authorised Users list.)
- Must notify RCS if their status as a current eligible UoM Researcher changes, and arrange for suitable transfer of their ARO role
- Cannot transfer ARO role without RCS agreement

**Exceptions and exclusions**

Any exceptions to these provisions will
- be determined on a case by case basis by the Director, Research Computing Services.
- generally, require evidence that the proposed usage supports the University of Melbourne research agenda.
- be time and resource limited.

*Excluded* from consideration here are third-party managed resources. This refers to physical infrastructure resources purchased by third parties (such as faculty groups) for their own exclusive use but housed within RCS racks in the UoM DC. Whilst RCS may assist in advice, specification, procurement and installation of the physical hardware, the third-party service owner is responsible for all aspects of service delivery, management and usage.

**Definitions**

‘Service Provider’ means the provider of the services subject to these terms whether those services are directly owned and
operated by the University of Melbourne or are commissioned by the University for its researchers. Unless otherwise indicated, Research Computing Services is the Service Provider.

‘Accountable Resource Owner’ means the single individual who is the sole accountable owner of the allocated resource for the duration of that allocation.

‘Authorised user’ means a researcher who is explicitly authorised by the ARO or delegate to be a user of RCS resources and services.

‘Services and resources’ are described in the prevailing RCS Services Catalogue

| Related matters | This document supersedes previous documents regarding eligibility for honorary researchers, institutional arrangements, and teaching and learning usage. |