Modified: 14 November 2016

Terms and Conditions of Use of the DIRISA Storage Facility

1. Introduction

1.1. Purpose

The DIRISA storage facility is made available for users to store their research data and ensure that it is reliably and securely archived, always available, reusable and shareable with other researchers or communities. It is not intended for the storage of data or files of personal nature or that have no perceived value for research.

The DIRISA storage and services can either be used by individuals or by groups of a specific research community. The following terms and conditions have been set to prevent the misuse or abuse of the storage facility and compliance with legal requirements such as Acts that regulate copyright, privacy, licensing and intellectual property.

As a subscribed DIRISA user, users confirm their acceptance of and adherence to these terms and conditions.

2. Policy

2.1. Account Information

2.1.1. Any logged information including information used for registration is only used for administrative, operational, accounting, monitoring and security purposes only.

2.1.2. Users are expected to use their accounts in an ethical and responsible manner.

2.1.3. Users should not use their accounts for any unlawful activities.

2.1.4. Users can use federated identities from their respective institutions to access DIRISA services or they can register a new account if their institutions are not part of the federated network.

2.1.5. Users are not allowed to share their login details with anyone else Account details are NOT transferable: only the registered user should use their account to login to the DIRISA services.

2.1.6. Users must follow security measures to ensure that their login details are kept secure.

2.2. Passwords

2.2.1   All users of the DIRISA storage must choose a strong password which is unique to their username. All passwords are required to meet the following criteria:

- Must be more than 8 characters long

● Must contain a combination of upper and lowercase letters, numbers and symbols.
● Special symbols are allowed.

2.3. Users Responsibilities

2.3.1   Users must adhere to all DIRISA policies and procedures.

2.3.2   The use of DIRISA storage and services is only for research data and not for any commercial or paying work. Users should not store any illegal copies of music, films, software or other media on DIRISA storage and services. DIRISA storage and services should only be used for the intended purpose.

2.3.3   Users are expected to use the DIRISA storage and resources in an ethical and responsible manner.

2.3.4   Users should not use their DIRISA storage and services for any unlawful activities. Users should not attempt to breach or breach any security controls.

2.3.5   All licences and intellectual property rights are to be fully complied with.

2.3.6   Users need to report any incidents in which the DIRISA user policy has been violated or is being violated.

2.3.7   Users are expected to fully acknowledge the use of DIRISA storage in all their public presentations and publications.

2.3.8   By using the DIRISA storage the user agrees that a reference to their research may be used by DIRISA for our newsletter, website, pamphlets, slides and any other publication where we publicise and promote the work done by DIRISA.

2.3.9   It is highly recommended and encouraged that DIRISA users participate in the annual NICIS meeting to present on their research work.

2.4 Usage Guidelines

The DIRISA website (www.dirisa.ac.za) contains a number of policies and guides relevant to DIRISA. It is expected that users familiarise themselves with these.

2.5 Quotas

2.5.1   DIRISA users are limited to the following:
● 2GB limit per file upload. If you would like to upload larger files, please contact us on dirisa@csir.co.za
● 10GB maximum storage on the active storage facility. For any additional data storage beyond the provided 10GB limit, the user will have to email dirisa@csir.co.za.
● Archival storage for data that needs to be preserved will be negotiated with users.

2.6 Confidentiality and Security

2.6.1   Data that is stored on DIRISA is kept confidentiality.

2.6.2 DIRISA allows the user to choose whether they want their data openly available to the public (Open) or whether and how access should be restricted. Some stored metadata (except for confidential information such as email addresses, telephone numbers) may be publicly available.

2.6.3 Since the service is dedicated to research data, the names and affiliations of the data custodian or depositor should be publicly available.

2.6.4 DIRISA has no claim over the data deposited in the storage. This data remains the sole responsibility of the individual who deposited it.

2.7 Disciplinary actions against users

2.7.1 DIRISA is entitled to regulate, suspend or terminate access to the service.

2.7.2 The user is accountable for any actions performed on their user accounts. Therefore it is imperative that login details are kept secure to avoid instances of abuse resulting from their accounts being misused by other individuals.

2.7.3 The user is liable for the consequences of violating any of the user policy rules.

2.7.4 If a user abuses the DIRISA account, storage or violates any policies will result in penalties including the following:
- Written warnings via email.
- Have their rights revoked from DIRISA systems.
- Have their user account terminated
- Criminal prosecution (if the matter is of a criminal manner).

2.8 User Support

2.8.1 Users are encouraged to ask for assistance if they have any queries or difficulties, by emailing DIRISA on dirisa@csir.co.za.