SCIENCE MISSION DIRECTORATE POLICY

NASA ADVANCED SUPERCOMPUTING (NAS) & NASA CENTER FOR CLIMATE
SIMULATION (NCCS) DATA DISPOSITION POLICY FOR DATA ASSOCIATED WITH
INACTIVE USER ACCOUNTS

SMD POLICY DOCUMENT 25 (SPD-25)

Concurred by SMD Science Management Council on June 6, 2013
Responsible SMD Official: Deputy Associate Administrator for Research

Purpose

This document describes the data disposition policy of the NAS & NCCS, including a
proposed data disposition policy regarding data associated with inactive user accounts.

Section 1: Background

- o In order for a user to have an account at the NAS or NCCS facility, the user
  must first be part of a computing project that has an allocation of computer time
  on the facility.
- o Allocations of computer time are granted by sponsoring NASA organizations
  (NASA's Mission Directorates and the NASA Engineering and Safety Center
  (NESC)) for work supporting the goals and objectives of the sponsoring NASA
  organization. The allocation and the granting of user account processes are
  described below:
    - Computing Resource Allocation Process:
        1. Principal Investigators (PIs) apply for computer time, the
           requests are reviewed by the sponsoring NASA organizations,
           and allocations for the proposed computing projects are granted.
        2. Once the PI receives an allocation of computer time, he/she is
           made the "owner" of the computing project and as such is
           responsible for managing and controlling the computing project's
           associated data. The PI is responsible for the project's use of the
           computer resource and may authorize additional users to use
           computer time under his or her project.
    - Process for Getting User Accounts:
        1. The users apply for a user account. Once the application is vetted
           by the NASA information technology and security teams, a user
           account is granted.
        2. If the application is not accepted, there is no account created and
           that user will not be permitted access to NASA's computing
           systems.
- o As the responsible party for the computing project, the PI controls the resource
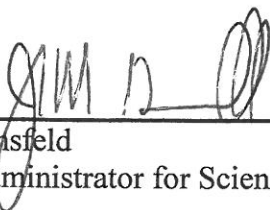 utilization and determines the disposition of data generated by the project

(recognizing that actual intellectual property rights in this data may be governed by underlying agreements such as between NASA and the PI's institution).
- o Users are typically allowed to share generated data *within the computing project* to which they belong.

Section 2: Supercomputing Generated Data Disposition Responsibilities for Inactive Accounts

- o Inactive accounts are those user accounts that don't have an active or valid user.
- o Data in inactive accounts in a computing project is the responsibility of the PI of that project.
- o Data in inactive accounts in a computing project can be moved or deleted only by or at the direction of the PI for the computing project.
- o If the PI cannot be located, the responsibility for and control of the data in the PI's computing project reverts to the party identified by the appropriate Program Executive, Program Scientist, or Mission Directorate or NESC Point of Contact.
- o If the PI's account was removed under the direction of security, NASA Headquarters, or the authority of another Federal Agency or Police force, the control of and responsibility for the data in the Principal Investigator's computing project reverts to the party identified by the Program Executive, Program Scientist, Mission Directorate or NESC Point of Contact unless a lock on the data is specified by authorized personnel.

Approved by:

John M. Grunsfeld
Associate Administrator for Science Mission Directorate

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Date