




IDAN

INTERNATIONAL
DATA ACCESS
NETWORK

CASD (France) **GESIS** (Germany) **IAB** (Germany) **UKDS** (UK)

REQUIREMENTS

IDAN PARTNERS REQUIREMENTS

Contract required for installation	CASD	GESIS	IAB	UKDS	Aggregate
Contract needed	 <i>*hosting/funding contract</i>	 <i>*Memorandum of understanding required</i>			4
Local insurance needed					0
Local physical requirements on the contract or MoU	 <i>*Requirements for the room on the contract</i>				4
Other requirements on the contract/MoU		 <i>*Safe room procedures</i>	 <i>*Safe room procedures</i>	 <i>*Safe room procedures</i>	3

Room specifications (only equipment without RH consideration)	CASD	GESIS	IAB	UKDS	Aggregate
Physical access to the building	●	●	●	●	0
Identity check at building entrance	●	●	●	●	0
Hardware for identification (badge...)	●	●	●	●	0
Others	●	●	●	●	0
Physical access to the room	●	●	●	●	4
Locker for user's stuff	●	● <i>*smartphone / laptop etc. not allowed in safe room; facilities for locking users' stuff need to be provided</i>	●	●	3
Room access control (key, code..)	●	●	●	●	4
Others	●	●	●	●	0
Room internal layout	●	●	●	●	4
Setting the screen so that only the user can see it	●	●	● <i>*Privacy filter is also possible</i>	●	4
Curtains (obstrustructor ?) on windows	●	● <i>*Opaque foil or other protection required if workstation can be seen from outside</i>	● <i>*If the room is on the ground floor and if it is possible to look on the screen</i>	● <i>*Should be frosted glass or permanently opaque if can be overlooked from outside</i>	3
Others	●	●	●	● <i>*no paper no pen</i>	0
Room surveillance equipment	●	●	●	●	1
Video recording devices	●	●	●	● <i>*For highly sensitive safe room datasets, the UKDS requires video surveillance, but not for standard Secure Lab datasets</i>	1
Others	●	●	●	●	0

Work/procedures required from the local team (HR) For IT, technical precisions to be added in the IT network section	CASD	GESIS	IAB	UKDS	Aggregate
IT installation for device or thin client	●	●	●	●	3
Device or thin client installation	● <i>*Only IP config</i>	●	●	● <i>*Endpoint (PC or MAC) provided by host institution</i>	2
Network configuration	● <i>*External IP static address by institution</i>	●	● <i>*External IP static address by institution</i>	● <i>*External IP static address by institution</i>	4
Further to installation	●	●	●	●	0
IT installation for software on workstation	●	●	●	●	2
Workstation and OS installation	● <i>*Device provided</i>	●	●	●	2
Software installation	●	●	●	● <i>*Local IT need to install Citrix client</i>	2
Host responsible for updates	●	●	●	● <i>*Updates or troubleshooting Citrix client</i>	2
For controlling building access	●	●	●	●	0
For controlling movements in the building	●	●	●	●	0
For controlling room access	●	●	●	●	3
3 levels : control of the accreditation / log who had access to the room and from when to when (in case of breaches) - see below / booking system	●	● <i>*Booking in collaboration between GESIS and partner institution</i>	●	● <i>*For tracking people who get access to the room</i>	2
User's stuff management	●	●	●	●	2
Specifications re. researchers (identity check, signing etc..)	●	●	● <i>*Information about users and access dates</i>	●	3
Specification re. staff authorizations	●	●	●	●	2
Specification re. cleaners authorizations	●	●	●	● <i>*Supervise cleaners</i>	1
For room surveillance	●	●	●	●	0
For room departure (check of notes, no notes ...)	●	●	● <i>*Notes need to be checked</i>	●	3
For output check	●	●	●	●	0
Others	●	●	●	●	0

Equipment	CASD	GESIS	IAB	UKDS	Aggregate
Requirement to host a partner's client computer (for example the host institution has to accept to install a Sdbox)	●	●	●	●	2
Materials required from the hosting institution	●	●	●	●	5
PC	●	●	● <i>*If device provided by hosting inst</i>	●	3
Keyboard	●	●	● <i>*If device provided by hosting inst</i>	●	5
Mouse	●	●	● <i>*If device provided by hosting inst</i>	●	5
Equipement required from the user	●	●	●	●	1
Smartphone	●	●	●	●	1
Equipement forbidden for the user	●	●	●	●	5
Smartphone	●	●	●	●	3
Camera	●	●	●	●	3
Paper/pencil	●	● <i>*Any writing materials must be provided by host and retained.</i>	● <i>*Otherwise the hosting institution needs to keep the users' notes</i>	● <i>*Any writing materials must be provided by host and retained.</i>	3
Others	●	●	●	● <i>*All other electronic equipment, No user owned electronic devices eg phones, tablets, recording equipment, paper or electronic notepads</i>	1

IT Network	CASD	GESIS	IAB	UKDS	Aggregate
Internet connexion needed	●	●	●	●	4
Specific external destination hosts	● <small>*sstp.casd.eu; globalsign for certificate</small>	●	●	● <small>*https://sdslogin.essex.ac.uk</small>	4
Specific external destination ports	● <small>*443</small>	●	●	● <small>*443</small>	4
If the device (thin client) is provided by the access point provider	●	●	●	●	3
Local IP configuration for the device workstation needed (DHCP ou fixed IP, DNS)	●	●	●	●	4
Isolation from the host network recommended	●	●	●	●	3
A standard broadband connexion can be an option	●	●	●	●	3
Firewall (NAT) between the access point and internet recommended	●	●	●	●	3
If use of proxy, it has to be without user authentication	●	●	●	●	3
If a software installation is needed on a workstation provided by the hosting institution.	●	●	●	●	2
Installation of an operating system required	●	●	● <small>*If device provided by hosting inst.</small>	● <small>*OS compatible with Citrix client</small>	2
Creation of a account to login to the local workstation	●	●	● <small>*If device provided by hosting inst.</small>	● <small>*Whatever is required to log in to desktop</small>	2
A standard broadband connexion can be an option	●	●	● <small>*If device provided by hosting inst.</small>	● <small>*Unique public IP address required for endpoint</small>	1
Other	●	●	●	● <small>*Unique public IP address required for endpoint</small>	1



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