CAFe Usage Policy:

Identity Providers

DAGSer - Service Management Department

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1. Introduction

The *Comunidade Acadêmica Federada* (Federated Academic Community) or CAFe is a federation whose members are Brazilian academic and research institutions. Through CAFe, users maintain all information at their home institution and can access web services offered by the other institutions belonging to the Federation.

Adopting CAFe as identity provider allows a client institution to qualify its users to utilize the federated services over the web.

2. Definitions

Expressions and abbreviations used in this document:

- **User organizations:** any institution qualified to use RNP network services;

- **Digital identity:** unique and persistent client organization user records;

- **Credentials:** data for user authentication, associated with the corresponding digital identity, containing, at least, a login and password;

- **Metadata:** describes the service and identity providers as well as the information to validate Federation information;

- **Protocol:** convention or standard controlling and allowing for connections, communications or data transfer between two computer systems;

- **Service Provider:** organizations offering services to user communities participating in the Federation;

- **Identity Provider:** organizations which group users and provide information about them using authentication processes;

- **CAFe Technical Specifications:** Federation technical information, available on the service's web page on the RNP website;

- **Technical Specifications of the Service:** document with a technical description of the service being offered to CAFe identity providers;

- **Identity Management Advisory Committee** *("Comitê Assessor de Gestão de Identidade")***:** group responsible for advising RNP on issues involving policies, standards, requirements, good practices, service/identity provider adoption, as well as preparing action plans;

- **Identity Management Technical Committee** *("Comitê Técnico de Gestão de Identidade")***:** group responsible for providing technical support to formulate recommendations to the CAFe Advisory Committee.

3. Target Public

Use of this service is permitted to all RNP user organizations and to those institutions, which have been authorized, as a group or individually, by the Identity Management Advisory Committee and approved by RNP.

4. Accreditation

A service adoption request must be made by the person who will be responsible for administering the service at the client institution. Indication of this person should be defined in an official document from the institution making such designation.

5. Requirements

The client organization must have the necessary technical and human resources available to join the Federation and subsequently serve the users of the service to be made available. The sizing of these resources should be made by the institution itself based on its expectations related to usage of the service.

In addition, the institution must document its credential issuance process for users qualified to access Federation services or resources by filling out a specific form during the adoption process. This form will be published on the RNP website, with free public access.

6. Terms of Usage

Identity Providers must:

- associate a unique and persistent identity attribute to each user, and not allow these attributes to be reused;

- maintain updated and accurate institution user information;

- utilize a secure and reliable user authentication service, using a unique login and password for each user;

- ensure that user accounts authenticated in the Federation correspond to individuals and that there are no generic users associated to roles or functions;

- receive and assist the team designated by CAFe to perform audits;

- adopt the standards established in the "CAFe Technical Specifications";

- update CAFe metadata at least once every thirty days;

- make its respective identity management form publically available on the CAFe web page, and keep it updated.

Failure to respect any of these conditions will subject the client institution to penalties, which may range from a simple warning to legal proceedings.

7. Price

The price to be charged for adoption and use of this service, as well as any possible discounts or exemptions, will be specified on the service page, on the RNP website.

8. Final Considerations

The data bases with identity records are maintained exclusively by the client institutions and, therefore, it is not CAFe's responsibility to provide updated versions of the metadata, audits or backup copies.

9. Contact Information

Any questions related to this usage policy may be directed to the Service Desk at: sd@rnp.br.