

Canadian Access Federation: Trust Assertion Document (TAD) for Service Providers

Purpose

Identity attributes are characteristics of an identity -- such as a name, department, location, login ID, employee number, e-mail address, etc.

A fundamental requirement of Participants in the Canadian Access Federation (CAF) is that by their authority they send accurate identity attributes to other Participants to allow access to resources, and that Participants receiving an attribute assertion protect it and respect privacy constraints placed on it by the asserting Participant.

To accomplish this practice, CANARIE requires Participants to make available to all other Participants answers to the questions in this document.

Canadian Access Federation Requirement

The CAF community of trust is based on “best effort” and transparency of practice. Each Participant documents, for other Participants, their identity and access management practices, which they can confidently meet. Each Participant makes available to other Participants basic information about their identity management system and resource access management systems registered for use within the Canadian Access Federation. The information includes how supported identity attributes are defined and how attributes are consumed by services.

Publication

Your responses to these questions must be submitted to CANARIE to be posted on the CANARIE website. You must maintain an up-to-date Trust Assertion Document.

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1. Participant Information

1.1 Organization Name: Cyberpsyc Software Solutions Inc.

1.2 Information below is accurate as of this date: 01/17/2020

1.3 Contact Information

1.3.1. Please list the office, role, department, or individual who can answer questions about the Participant's identity management system or resource access management policy or practice.

Note: This information should be for a department or office rather than an individual, in order to avoid responses going unanswered if personnel changes occur.

Department (or Contact Name): Jérémie Bourque - IT

Email Address: jeremie@welltrack.com

Telephone: 506 871 4683

1.4 Identity Management and/or Privacy Information

1.4.1. What policies govern the use of attribute information that you might release to other CAF Participants? If policies are available online, please provide the URL.

We currently do not release attribute information to other CAF participants.

1.4.2. Please provide your Privacy Policy URL, as well as information regarding any other policies that govern the use of attribute information that you might release to other CAF Participants.

WellTrack's privacy policy can be found at: <https://app.welltrack.com/privacy-policy>

All other enquiries can be directed at info@welltrack.com

2. Identity Provider Information (FIM and/or eduroam)

Not applicable

3. Service Provider Information (Federated Identity Management and/or eduroam)

Service Providers, who receive attribute assertions from another Participant, shall respect the other Participant's policies, rules, and standards regarding the protection and use of that data. Such information must be used only for the purposes for which it was provided.

Service Providers are trusted to ask for only the information necessary to make an appropriate access control decision, and to not misuse information provided to them by Identity Providers. Service Providers must describe

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the basis on which access to resources is managed and their practices with respect to attribute information they receive from other Participants.

3.1 Attributes

3.1.1. What attribute information about an individual do you require? Describe each service that you offer to CAF Participants separately (one service per row).

Service Name	Is this an R&S service?	Attributes Required	Rationale	Is information shared with others?
WellTrack Authenticator Service (sso/Saml2)	<input type="checkbox"/>	<ul style="list-style-type: none">• user identifier (eduPersonPrincipalName)• person name (givenName + sn)• email address (mail)• affiliation (eduPersonScopedAffiliation)	For authentication (user identifier, person name, email address) and authorization (affiliation) purposes	No

Notes: The standard attributes for eduroam have been pre-filled to assist with completion. If you are not implementing eduroam, please delete this row.

Additionally, an example of a [Research & Scholarship \(R&S\) Entity Category](#) FIM service and its associated attributes has been included. Please delete this example and enter your own data, as applicable. Add additional rows to the table, as required.

3.2 Technical Controls

Technical controls are a basis for controlling access to and usage of sensitive data and are expected to be applied across all services. If there are exceptions for a particular service(s), please describe these exceptions.

3.2.1. Describe the human and technical controls in place for access to and use of attributes considered personally identifiable information.

WellTrack follows security best practices for managing access to the WellTrack platform. Access to platform resources is controlled through secure authentication with defined roles that limit permissions. All user sessions and access to information is monitored through audit logging and timestamped for purposes of problem diagnosis and security audits. Access to PII is tightly controlled to a select number of administrative staff and that access is also logged.

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- 3.2.2. Describe the human and technical controls that are in place for the management of super-user and other privileged accounts that may have the authority to grant access to personally identifiable information.

Privileged users are assigned through the WellTrack admin interface by client representatives. It is an invite system where the user needs to validate their email and set their own credentials. IT infrastructure access is controlled by the WellTrack IT groups and is limited to key role.

- 3.2.3. If personally identifiable information is compromised, what actions do you take to notify potentially affected individuals?

The WellTrack security team will work with the client representatives to notify everyone affected as soon as possible and within the response times set in our security plan.

3.3 Other Considerations

- 3.3.1. Are there any other considerations or information that you wish to make known to other CAF Participants with whom you may interoperate?

n/a