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.

1. Participant Information

1.1 Organization Name: Scholars Portal (OCUL)

1.2 Information below is accurate as of this date: 11/14/2024

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): Scholars Portal Systems Team

Email Address: admin@scholarsportal.info

Telephone: 416-795-0744

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.

https://governingcouncil.utoronto.ca/secretariat/policies/information-security-and-protection-digitalassets-policy-april-2-2020

https://governingcouncil.utoronto.ca/freedom-information-protection-privacy

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.

https://journals.scholarsportal.info/privacy
https://borealisdata.ca/privacy/

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 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?
ScholarsPortal SP shared by SP Journals, SP Books, GeoPortal	No	• attributeID="persistentId" (mandatory) • attributeID="mail" (optional) • attributeID="eduPersonAffiliation" (optional) • attributeID="eduPersonEntitlement" (optional)	For authentication to Scholars Portal Ejournals, Books, Geoortal	No
Borealis Production	Yes	• Shib-Identity-Provider • eppn • givenName+sn • email	For authentication with Borealis Production site	**No**
Borealis Demo	Yes	• Shib-Identity-Provider • eppn • givenName+sn • email	For authentication with Borealis Demo site	**No**
Scholaris Test	Yes	• uid • displayName • givenName+sn • email • eduPersonAffiliation (optional)	For authentication with Scholaris Test site	**No**

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.

Scholars Portal uses role-based access controls, data encryption, and secure authentication protocols to limit and manage access to personally identifiable information (PII). We do not share any data we collect from or develop about our users to any third parties for any purpose unless required by law. administrators keep all software and operating systems up-to-date and regularly refresh hardware. They receive regular alerts regarding security threats and critical security patches are applied as soon as possible. All software updates are tested in a development environment before being deployed in production.

University of Toronto Libraries commits to maintaining an information technology (IT) environment that appropriately protects the availability, privacy, confidentiality, and integrity of all content and personal information. All digital assets at the University of Toronto are required to follow the Information Security Standard, which provides a set of baseline controls and minimum standards for information security at the University.

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.

The creation of super-user and privileged accounts are authorized by the Senior Systems Administrator and restricted to designated System team members.

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

Scholars Portal will communicate with affected institutions and/or individual users and follow established policies and procedures for reporting and addressing an information security incident. See: University of Toronto Incident Security Response Plan, Policy on Information Technology and the Policy on Information Security and the Protection of Digital Assets for more information.

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?

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