

Information security policy

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Latest changes: **b646560** 2024-10-23 11:28:30 +0200 Dan Søndergaard
Clarify wording regarding management responsibilities and communication.

306752a 2024-05-23 11:37:25 +0200 Dan Søndergaard
Remaining changes from management review

46a4502 2024-05-15 15:35:37 +0200 Dan Søndergaard
Add policies, procedures and most other documents

This policy document constitutes the rules set by GenomeDK top management. Any GenomeDK information security policy, procedure or other rule must comply with this policy.

GenomeDK is a high-performance computing facility used for research and clinical data analysis. The facility is managed by the Aarhus Genome Data Center (AGC). GenomeDK does not own or produce data to or for its users, but provides a high-performance computing infrastructure for users to store and compute on their own data. That is, all data is owned by and controlled by users, and hosted by GenomeDK.

GenomeDK serves as critical infrastructure for researchers and clinicians, and hosts a wide range of both sensitive and insensitive data. Loss of confidentiality, integrity, or availability to user data must be minimized according to risk appetite. This policy therefore reflects the current legal requirements from relevant authorities, most notably the application of the internationally recognized information security standard ISO 27001, as well as GDPR.

All actors related to GenomeDK are expected to understand and follow the guidelines outlined by this policy.

Area of application

The information security policy applies to:

- all employees of GenomeDK, without exception.

- all users of GenomeDK, without exception.
- others that act as suppliers, consultants, service providers, or guests.

The board of Aarhus Genome Data Center has decided that:

- The board must be informed about the results of external audits of GenomeDK's information security and the actions taken to resolve any non-conformities at least once per year.
- The technical steering committee of GenomeDK is responsible for informing the board about the current risk level and significant security incidents that may have occurred.
- Risks to the information security of GenomeDK must be handled through proper mitigations. Any implemented mitigation must be based on a risk assessment.
- Risk assessments must be updated annually and when significant changes occur in the threat landscape, e.g., in the organization, strategy, operational, or legal environment of GenomeDK.

Responsibility and awareness

We declare the following responsibilities in relation to the protection of users' data on GenomeDK:

- The board has the responsibility for information security on GenomeDK.
- The board is responsible for informing all relevant actors with relation to GenomeDK about their information security responsibilities on GenomeDK.
- The board will review and approve the information security framework annually.
- The board is responsible for reporting and escalating risks and incidents to the faculty level information security committee (FISU).
- The technical steering committee has responsibility for operational information security.

Breach of information security, dispensation and non-compliance

If a user or employee of GenomeDK discovers a threat to or breach of information security, it must be reported to the steering committee. The steering committee must forward significant incidents to the board.

Dispensation to not follow the information security policy may be given by the daily manager of GenomeDK, Anders Børglum. Any dispensation given will be reviewed annually and, if appropriate, renewed. If an external party is the dispensation holder, it is this party's obligation to resubmit extension - a dispensation will automatically be obsolete after one year.

Non-compliance with the information security policy is treated as a security breach and will be sanctioned with appropriate mitigations.

Approval of the information security policy

This information security policy is approved by the Chair of the board.

Date: 5.11.2024

Signature: Anne-Mette Hvas

Anne-Mette Hvas

Dean of the Faculty of Health, Aarhus University

Chair of the Board, Aarhus Genome Data Center