

# eduID Albania Federation Policy

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# 1. Definitions and Terminology

Basic terms that are used in this document.

Attribute	A piece of information describing the End User, his/her properties or roles in an Organization.
Attribute Authority	An organization responsible for managing additional Attributes for an End User of a Home Organization.
Authentication	Process of proving the identity of a previously registered End User.
Authorization	Process of granting or denying access rights to a service for an authenticated End User.
Digital Identity	A set of information that is attributable to an End User. Digital identity consists of Attributes. It is issued and managed by a Home Organization and zero or more Attribute Authorities on the basis of the identification of the End User.
End User	Any natural person affiliated to a Home Organization, e.g. as an employee, researcher or student making use of the service of a Service Provider.
Federation	Identity federation. An association of organizations that come together to exchange information as appropriate about their users and resources to enable collaborations and transactions.
Federation Operator	Organization providing Infrastructure for Authentication and Authorization to Federation Members.
Federation Member	An organization that has joined the Federation by agreeing to be bound by the Federation Policy in writing. Within the federation framework, a Federation Member can act as a Home Organization and/or a Service Provider and/or an Attribute Authority.
RASH Member	Founding institutions of Academic Network of Albania or organizations that become members prior approval by the RASH General Assembly and comply with all the rules of the organization
Home Organization	The organization with which an End User is affiliated. It is responsible for authenticating the End User and managing End Users' digital identity data.
Identity Management	Process of issuing and managing end users' digital identities.
Interfederation	Voluntary collaboration of two or more Identity Federations to enable End Users in one Identity Federation to access Service Providers in another Identity Federation.
Service Provider	The system component that evaluates the Assertion from an IdP and uses the information from the Assertion for controlling access to protected services.
Technology Profiles	Technology Profiles describe how given technologies are implemented within the eduGAIN framework. Each Technology Profile is made up of one or more

	documents which describe and define rules for specific trust brokers, including metadata production and aggregation and use of protocols. Each Technology Profile is associated with an operational team responsible for the management of core trust broker infrastructure.
Personal Data	Any information relating to an identified or identifiable natural person, directly or indirectly, in particular by reference to an identification number or to one or more factors specific to his physical, physiological, mental, economic, cultural or social identity.
Data subjects consent	Any indication in writing, freely given and fully informed on the reason for which his data will be processed, which signifies the data subject agreement that personal data relating to him to be processed.

## 2. Introduction

The eduid Albania Identity Federation is introduced to facilitate and simplify the introduction of shared services across the Federation.

The Federation Policy document defines the Federation by defining the Federation Members’ obligations and rights to be able to use available Federation Technologies for electronic identification and for access to attribute and authorization information about End Users in the Federation.

This document, together with its appendices constitutes the Federation Policy. The current list of all appendices is available on the website of the Federation.

eduID Albania enables the trustworthy exchange of information between service providers and research and education institutions or other identity providers. This means simpler access to a wider range of online content, services and other resources that benefit collaboration in the research and education community.

The Federation Operator -Academic Network of Albania- connects the higher education institutions to the scientific research institutes. The objective of the eduID Albania is to simplify inter-organizational access to web resources. With a single login a student can access e-learning systems at multiple universities.

News and information about the federation is published at <https://eduID.rash.al>

## 3. Governance and Roles

### 3.1 Governance

The governing bodies of the Federation are the same organs as the Academic Network of Albania: General Assembly (GA) and the Directive Board (DB). The General Assembly is the political and strategic organ representative of all members while the Directive Board is composed of 5 members appointed by the General Assembly and Ministry responsible of Education.

The RASH(ANA) founding members, its organs and their competencies are described in the Foundation ACT -Decision of Council of Ministers Nr. 88 of 14.02.2018 which approved the agreement “For the institution of the Interinstitutional Center of Academic Network of Albania” signed among public higher education institutions in Albania and Ministry competent for education ([http://www.qbz.gov.al/botime/fletore\\_zyrtare/2018/PDF-2018/22-2018.pdf](http://www.qbz.gov.al/botime/fletore_zyrtare/2018/PDF-2018/22-2018.pdf) ). The working language of GA and DB is Albanian.

The Federation Members (actual members of RASH) are represented as stated above. Other organizations can join the Academic Network of Albania as its members; for membership they should follow the procedures as described in section 5 “Procedures” in this document.

In addition to what is stated elsewhere in the Federation Policy the Directive Board, in quality of the organ that will deal with federation policy, documents and membership, is responsible for:

- setting criteria for membership of the Federation;
- whether to grant or deny an application for membership in the Federation(new applications for only federation membership and not rash membership);
- revoking the membership if a Federation Member is in a breach of the Policy;
- future directions and enhancements for the Federation together with the Federation Operator who prepares the plans;
- entering into interfederation agreement;
- Approving the Federation Policy prepared by the Federation Operator and its changes.

### 3.2 Obligations and Rights of Federation Operator

The Federation Operator is responsible for:

- Secure and trustworthy operational management of the Federation and providing central services following the procedures and technical descriptions specified in this document and its appendices.
- Provides support services for Federation Members’ appropriate contact persons to work out operational problems regarding the Federation services.
- Acts as center of competence for Identity Federation: tests software, recommends and documents solutions, provides software deployment and configuration guides for selected software and operating systems for use within the Federation.
- Prepares and presents issues to the Directive Board(DB).
- Maintaining relationships with national and international stakeholders in the area of Identity Federations. This especially includes contacts regarding interfederation activities and work with other Identity Federations in the area of harmonization.
- Promoting the idea and concepts implemented in the Federation so prospective Federation Members learn about the possibilities of the Federation.

In addition to what is stated elsewhere in the Federation Policy, the Federation Operator reserves the right to:

- Temporarily suspend individual Technology Profiles for a Federation Member that is disrupting secure and trustworthy operation of the Federation.

- Publish a list of Federation Members along with information about which profiles each Federation Member fulfills or implements, for the purpose of promoting the Federation.
- Publish some of the data regarding the Federation Member using specific Technology Profile. Definition of which data may be published is provided in appropriate Technology Profiles.

### 3.3 Obligations and Rights of Federation Members

In addition to what is stated elsewhere in the Federation Policy all Federation Members:

- Shall appoint and name an administrative contact for interactions with the Federation Operator.
- Must cooperate with the Federation Operator and other Members in resolving incidents and should report incidents to the Federation Operator in cases where these incidents could negatively affect the security, trustworthiness or reputation of the Federation or any of its Members.
- Must comply with the obligations of the Technology Profiles which it implements.
- Must ensure its IT systems that are used in implemented Technology Profiles are operated securely.
- Must pay the fees. Prices and payment terms will be approved by the decisions of GA for members of RASH, BD for organizations not part of RASH or a decision of Council of Ministers in case of public/governmental institution. They will be specified in an eventual and individual ad hoc agreement for Federation Members that are not RASH members.
- If a Federation Member processes personal data, Federation Member will be subject to applicable data protection laws and must follow the practice presented in Data Protection Profile.

#### *Data protection*

- Prior joining the federation, every entity needs to publish the Data Protection Policy under which it operates. This policy must be kept up-to-date.
- Whenever the Data Protection Policy changes, the Federation Operator must be notified.
- Transfer of personal data is only allowed when either authorized by law or the user expressed his or her consent on the data transfer. This transfer will subject to specific agreements of data transfer signed by RASH and the transfer organization. For data transferred within the Albanian territory, or from Albanian territory abroad, in EU states, will be applied the Albanian legislation (provisions of law No. 9887 dated 10.03.2008 “On protection of personal data”, amended and its regulatory acts. If the transfer from EU countries needs compliance with GDPR legislation, the federation members will declare that compliance and will apply those rules.

For data transferred from non UE states to Albania or toward UE states, will be applied the legislation of the origin country.

## 4. Eligibility

The Federation sets out eligibility criteria that determines who is able to become a Federation Member and who is able to act as Home Organization. The criteria is fully described *in section Rules of Membership*. Responsibility for setting membership criteria rests with the Members' Board of the Federation and may be revised from time to time.

## 4.1 Rules of membership

The Federation is operated by the Federation Operator, that also operates the national research network. Further participants are founding Members of Academic Network of Albania (12 public universities and Ministry of Education, Sports and Youth) or members that have joined in a second moment, prior approval by the General Assembly and Federation Members that join prior approval by the Directive Board.

Federation Members must have a signed contract with the Operator.

The following institutions may be Members of the federation:

1. Higher education institutions- public or private;
2. Research, educational, academic and innovation institutions;
3. Companies from ICT ecosystem.

All Members of the Federation might provide services.

Members are entitled to supply user identity information to the federation.

# 5. Procedures

## 5.1 How to join

In order to become a Federation Member, an organization applies for membership in the Federation by agreeing to be bound by the Federation Policy in writing by an official representative of the organization. Each application for membership including (if applicable) the Identity Management Practice Statement is evaluated by the Federation Operator. The Federation Operator presents a recommendation for membership with an evaluation report to the Directive Board of Academic Network of Albania who in turn decides on whether to grant or deny the application. If the application is denied, this decision and the reason for denying the application are communicated to the applying organization by the Federation Operator.

## 5.2 How to Withdraw

A Federation Member may cancel its membership in the Federation at any time by sending a request to the Federation Operator. A cancellation of membership in the Federation implies the cancellation of the use of all federations Technology Profiles for the organization within a reasonable time interval.

The Federation Operator may cancel its participation in the Federation by announcing the termination date to the Federation Members. Until termination date, Federation Operator shall run the Federation on

best effort basis. After the termination date, Federation Operator shall cancel the use of all Federations Technology Profiles for all Federation Members.

### 5.3 Termination of Federation

The termination of the Federation is decided and voted by the Directive Board. The termination process should last at least the necessary period for the federation operator to implement the process.

## 6. Legal conditions of use

A Federation Member who fails to comply with the Federation Policy may have its membership in the Federation revoked.

If the Federation Operator is aware of a breach of the Federation Policy by a Federation Member, the Federation Operator may issue a formal notification of concern. If the cause for the notification of concern is not rectified within the time specified by the Federation Operator, the Directive Board may issue a formal notification of impending revocation after which the Directive Board can make a decision to revoke the membership.

Revocation of a membership implies as soon as possible the revocation of the use of all Technology Profiles for the Federation Member.

### 6.1 Interfederation

In order to facilitate collaboration across national and organizational borders the Federation may participate in interfederation agreements. The participation in an interfederation is decided by the Directive Board. The federation member may decide to not participate in the interfederation by notifying explicitly the federation operator.

The Member understands and acknowledges that via those interfederation arrangements the Member may interact with organizations which are bound by and committed to foreign laws and federation policies. Those laws and policies may be different from the laws and policies in this Federation.