

NVIDIA DGX A100 Machine User Policies

1. PURPOSE

The purpose of this User Policy Document is to establish guidelines for the appropriate use of the NVIDIA DGX A100 machine within the Digital University Kerala. This policy applies to all employees, contractors, consultants, temporary employees, and other workers at Digital University Kerala, including all personnel affiliated with third parties.

2. POLICY

Please strictly follow the instructions to ensure smooth functioning and fair usage of the machine.

a. Acceptable Use

The NVIDIA DGX A100 machine users must comply with all applicable laws, regulations, and organizational policies. The machine may be used only for authorized purposes, including but not limited to the following:

- Training machine learning/deep learning models
- Research and development purposes of the University
- Storing and sharing work-related files
- Accessing work-related applications

b. Prohibited Activities

The following activities are prohibited on the NVIDIA DGX A100 System at the Digital University Kerala:

- Engaging in any activity that is illegal or unethical
- Violating the Digital University Kerala's policies or procedures
- Using the server systems for personal purposes, including personal file storage or personal email
- Accessing or attempting to access unauthorized areas of the server systems
- Sharing or disclosing user credentials
- Intentionally introducing viruses or malware into the server systems
- Attempting to bypass security controls or protocols

- Performing any activity that may cause harm to the server systems or other users

c. Prohibited Activities

Users of the NVIDIA DGX A100 machine are responsible for maintaining the security of their passwords. Passwords must be kept confidential and not shared with others. Passwords should be changed at least every six months or when there is a suspicion of compromise.

d. Remote Access

Remote access to the NVIDIA DGX A100 system must be authorized by the System Administration department. Remote access must be secured using a VPN or other approved method, as specified by the System Admin from time to time.

e. Monitoring

The Digital University Kerala reserves the right to monitor all activities on its NVIDIA DGX A100 machine.

3. USER ACCOUNT CREATION

A. Ph.D. Scholars

- The Ph.D. Scholars may get individual usernames and passwords to access the machine (by default JupyterHub can be accessed)
- The request for creating a user account for Ph.D. Scholars should be forwarded by the Supervisor to the Research Office (researchoffice@duk.ac.in). The Research Office may recommend and forward the same to the System Admin (sys.admin@duk.ac.in).
- If the scholar wants to work on a project using dockers (in the case of working on a project from scratch), that should be mentioned in the request otherwise, only a standard user account with only JupyterHub access will be granted.

B. MTech/MSc/MBA/Other Students

- For MTech, MSc, MBA, and other students, only shared IDs will be created, and the supervisors should mention how many IDs need to be created, depending on the requirements.
- The Supervisors should forward this request for creating shared IDs to the concerned Head of the School/Center.
- The Head of the School/Center may forward the same to the System Admin (sys.admin@duk.ac.in).

C. Staff (Academic, Faculty, Research Officers, Postdoc)

- An individual user account may be created for users belonging to this category.
- The request for creating the same should be sent to the Research Office (researchoffice@duk.ac.in), and the Research Office may recommend and forward the same to the System Admin (sys.admin@duk.ac.in)
-

D. Others (R&D Engineers/Scientists/Project Associates)

- Shared IDs will be created for individual projects for the users belonging to this category. The PI/Supervisor/Coordinator of the project should inform the number of shared IDs to be created for each project they are supervising.
- The request should be sent to the PI/Supervisor/Coordinator, and they should forward the same to the System Admin (sys.admin@duk.ac.in)

4. IMPORTANT INSTRUCTIONS

- (a) Please note that the DGX A100 machine is optimized for AI workloads and should not be treated as a storage server. Please do not use this machine for storing massive datasets or do not dump your data, and doing so may result in the termination of your account from the machine.

- (b) Unused login for 30 days will be intimated to the authority concerned, and unused login for 60 days will be removed from the machine.
- (c) Using NVIDIA DGX A100 for non-academic purposes is strictly prohibited and may result in the termination of the user account and an explanation thereof.
- (d) The individual users are responsible for ensuring the security and backup of their experimental results. It is highly recommended that once the experimental results are ready, they may move that to their local machine as a backup.

5. ENFORCEMENT

Any policy violation may result in disciplinary action, including termination of employment or contract. The Digital University Kerala reserves the right to investigate any suspected policy violation.

6. POLICY REVIEW

This policy will be reviewed periodically and updated to remain current and relevant.

7. CONTACT

- The custodian of the NVIDIA DGX A100 machine is the Chief Technology Officer (CTO) of the University, who may be reached through the email cto@duk.ac.in and should be cc'd while forwarding any request, including the user account creation.
- The user creation request should be sent to System Admin (sys.admin@duk.ac.in) only by the Research Office/Heads/Supervisors concerned, cc'ing cto@duk.ac.in and dgx@duk.ac.in.
- Any email requests not forwarded by the Research Office/Heads/Supervisors will not be considered under any circumstances.

By using the NVIDIA DGX A100 System, users acknowledge that they have read, understand, and agree to abide by the provisions of this policy.
