

Service Canvas for future Helmholtz Cloud onboarding process rights matrix

Last update: February 2022

READ: every role can read every field

WRITE/EDIT:

d

x

w

z

y

discussion/consulting

edit

suggest change

suggest + request change

approve change

Roles:

Service Owner (SO)

Service Manager (SM)

Service Portfolio Manager (SP)

Service Integration Manager (SI)

Cloud Portal Manager (CP)

Architecture Manager (AC)

Cloud Platform Manager (PM)

All SO belonging to the same SM:

Group Service Operation

All together:

Group HIFIS

Transferred to Cloud Portal

Will be transferred to Cloud Portal (in mid term)

As soon as initially published in Cloud Portal, this field is not relevant anymore (shouldn't be editable)

Field	Status + Rights per Role/Group					
	Available,Online/ Not available/ Full Capacity reached					
	Service Provider		HIFIS			
	Group: Service Operation	Role: Service Manager	Role: Service Portfolio Manager	Role: Service Integration Manager	Role: Cloud Portal Manager	Group: HIFIS
	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit
Application Form fields						
Service ID (Unique Identifier)						
Service Status						
Service Provider	w	z	x, y	z		d
Service Name	w	z	x, y	z		d
Description (Short)	w	z	x, y	z		d
Contact Person - Last Name						
Contact Person - First Name						
Contact Person - Email						
Contact Person						
Provision Level in Helmholtz Cloud	w	z	x, y	z		d
Planned Provision time	w	z	x, y	z		
Exclusion criteria fields						
Service Readiness						
Free Provision Statement	w	z	x, y	z		
No profit-gaining Statement	w	z	x, y	z		
Personal Data Processing Statement	w	z	x, y	z		
Free of Advertisement Statement	w	z	x, y	z		
Ensured Support Statement	w	z	x, y	z		
Cloud Capability	w	z	x, y	z		
Helmholtz AAI Capability	w	z	x, y	z		
User Deprovisioning	w	z	x, y	z		
Backup Strategy	w	z	x, y	z		d
General Information						
Last Edit						
Service Logo	w	z	x, y	z		d
Software Name	w	z	x, y	z		d
Short text for Service Card in Cloud Portal	w	z	x, y	z		d
Description (long)	w	z	x, y	z		d
Unique Service Characteristic	w	z	x, y	z		d
Keywords/Tags	w	z	x, y	z		d
Documentation	w	z	x, y	z		
Link to Service for Usage	w	z	x, y	z		d
Initiated by						
Communication & Support						
Contact for User Support (1st Level)	w	z	x, y	z		d
2nd + 3rd Level Support	w	z	x, y	z		d
Communication with Users	w	z	x, y	z		
Connection with HIFIS Helpdesk	w	z	x, y	z		d
Communication with HIFIS	w	z	x, y	z		d
Responsibilities						
Service Owner	w	z	x, y	z		
Service Manager	w	z	x, y	z		
Provider Manager	w	z	x, y	z		
Service Level						
Service Levels planned	w	z	x, y	z		
Service Levels Description	w	z	x, y	z		d
Users						
User groups	w	z	x, y	z		
Expected number of using centers						
Expected number of using centers - description						
Expected number of users						
Expected number of users - description						
Limitations	w	z	x, y	z		d
Availability for External Users	w	z	x, y	z		d

Field	Status + Rights per Role					
	Available,Online/ Not available/ Full Capacity reached					
	Service Provider		HIFIS			
	Group: Service Operation	Role: Service Manager	Group: Service Portfolio Manager + Architecture Manager	Role: Service Integration Manager	Cloud Portal Manager	Group: SP + SI + CP + PM*
	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit
Service & User Enablement						
<i>Connected to Helmholtz AAI</i>						
<i>How connected to Helmholtz AAI</i>						
<i>User Enablement</i>	w	z	x, y	z		d
Service Enablement	w	z	x, y	z		
Service Production Status	w	z	x, y	z		
VO capability	w	z	x, y	z		
Multiple VO capability	w	z	x, y	z		
Requested AAI attributes	w	z	x, y	z		
Restricted VO Access	w	z	x, y	z		
User deprovisioning mechanism	w	z	x, y	z		
Cloud triggered deprovisioning	w	z	x, y	z		
Service Value & Scientific Process						
Service value	w	z	x, y	z		
Support in Scientific Process	w	z	x, y	z		
Support in Scientific Process - Description	w	z	x, y	z		
FAIR data principles statement	w	z	x, y	z		
Technical Information						
Data format	w	z	x, y	z		
Open Source	w	z	x, y	z		
IPv6 statement	w	z	x, y	z		
IPv6 statement - description	w	z	x, y	z		
IT Security & Data Protection						
IT security statement	w	z	x, y	z		
Security Incident Contact	w	z	x, y	z		
Data protection statement	w	z	x, y	z		
<i>Storage of Service Data (Location)</i>	w	z	x, y	z		d
Data protection/ privacy issue Contact	w	z	x, y	z		
Service Privacy Policy Statement	w	z	x, y	z		
Service Privacy Policy - Upload	w	z	x, y	z		d
Data Protection Documents Statement	w	z	x, y	z		
Operations						
<i>Operations performed for service</i>	w	z	x, y	z		
<i>Architecture Description</i>	w	z	x, y	z		
<i>Architecture picture</i>	w	z	x, y	z		
<i>Dependencies</i>	w	z	x, y	z		
Others						
Additional information	w	z	x, y	z		
<i>Consent for publishing to Cloud Portal</i>						