

EDU-DEX – mission, processes, security & finances

The EDU-DEX Foundation maintains and monitors an open data standard for training information from all suppliers; this information is freely available to portals and customers.

EDU-DEX mission

1. EDU-DEX aims to:
 - make information about training and education as transparent and accessible as possible to potential participants and their organizations
 - increase the quality and updating frequency of training information
 - save costs for both suppliers and customers by developing and managing one open data standard for training descriptions
 - create one independent address for training information

2. The foundation tries to achieve its goal by:
 - development, management and promotion of a common, open data standard with which training suppliers standardise the information about their programmes
 - development, management and promotion of a central database where all standardised information from training suppliers is collected
 - independent delivery of training information to customers and portals

3. The foundation is non-profit.

EDU-DEX processes

A. training suppliers

- Training suppliers affiliated with EDU-DEX make an annual contribution to the foundation. With these contributions the standard is maintained, the use of it is stimulated, and operational costs are covered.
- They undertake to offer information about their programs according to the EDU-DEX data standard. They can do this by providing a daily XML file, or by manually updating their information at least once a month.
- The accuracy of the information is and remains a responsibility of the training supplier.
- The training suppliers agree to make their information available to all parties that join EDU-DEX as a customer. An exception applies to *customer-specific* information, such as discounts or customised programs. Such information is only available for customers upon authorisation by the supplier.
- The training suppliers are, and remain, the owner of their information. So they can / must act against parties that are not allowed to use the information or that display the information incorrectly.

B. EDU-DEX

- EDU-DEX imports and validates XML files of the affiliated training suppliers on a daily basis and operates a website for training suppliers who want to enter and maintain their information manually.
- Customers can retrieve all training information from the EDU-DEX database. EDU-DEX facilitates customers with composing their own selection of training suppliers and training programmes; the EDU-DEX system generates a new and updated XML feed for each of these selections every single day.
- EDU-DEX does not play a role regarding, nor is it responsible for, the accuracy of the information; that responsibility is, and remains, with the training supplier. EDU-DEX only ensures validation of the correct format (data standard) of the incoming and outgoing information flows.

- EDU-DEX makes data backups in case training suppliers suffer from service failures.
 - Frequency: daily and monthly
 - Retention period: daily back-up 7 days, monthly backup 3 months
 - Purpose & working method: A back-up is made with the aim of recovery in case of catastrophic events and will therefore always be fully restored. The retrieval of individual parts of the database is not covered.
- The EDU-DEX server is operational at least 99% of the time

C. customers

- Customers can access all data that have been entered via the EDU-DEX website, with the exception of customer-specific information, such as discounts or tailor-made programs. This information is only available for customers authorised by the supplier.
- Customers are entitled to use the information from EDU-DEX to inform their own employees or third parties.
- Customers acknowledge that the ownership of the information remains with the training suppliers
- Customers arrange for their own copy / backup in case the EDU-DEX server may be unavailable

EDU-DEX security

There is both server and client authentication: so the customer knows for sure that the file really comes from EDU-DEX.

- authentication of the server can be checked by means of the SSL certificate.
- authentication of a customer who wants to consult or retrieve a feed is by means of a key in the feed

EDU-DEX recognizes the importance of strict protection of customer accounts. EDU-DEX regularly keeps itself informed of the latest developments in security. In order to guarantee optimum security, EDU-DEX and EDU-DEX customers take the following measures:

- the https connection between EDU-DEX and the customer is encrypted
- any EDU-DEX customer is responsible for the persons who, through a personal login code, have access to the software that belongs to the system environment as well as the applications.
- EDU-DEX cooperates with security audits and penetration tests, provided that they do not jeopardize the availability of the service and EDU-DEX will receive the results unfiltered; this at the discretion of EDU-DEX. The costs of security audits and penetration tests are for EDU-DEX customers. Requests should be submitted in writing at least 2 months prior to the planned audit or penetration test. The EDU-DEX customer should indemnify EDU-DEX against all claims for damages from third parties in connection with such an audit or test.
- Employees and subcontractors of EDU-DEX have a duty of confidentiality regarding all customer-specific and otherwise confidential content.

EDU-DEX finances

Training providers pay:

- **one-off** € 500 per trade name for an XML feed or € 750 per trade name for manual entry.
- **annually** per trade name: € 1,000
 - the year starts on the day of registration and runs until 12 months thereafter
 - amounts excl. VAT
 - in the event of early termination no money will be refunded
- the payment term for EDU-DEX invoices is a maximum of 30 days

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