



PLATFORM GOVERNANCE

Platform User Agreement

Terms and conditions for use of the Foundry120 research platform

AUTHOR

Foundry120

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VERSION

v1.0

1. Introduction

This document sets out the terms and conditions governing use of the Foundry120 platform (the “Platform”), including the G-Trac research data system and the Helix AI-assisted research tool.

By creating an account and using the Platform, you agree to be bound by the terms set out in this agreement. This agreement supplements any applicable institutional policies, ethics approvals, data sharing agreements, and UK GDPR obligations that govern your research activities.

If you have questions about these terms, contact the Platform Administrator before proceeding.

1.1 About Foundry120

Foundry120 is a governed translational research platform combining sample operations, linked research datasets, and AI-assisted discovery tools. It is operated within an academic institutional environment and is intended exclusively for authorised research purposes.

2. Scope and Eligibility

Access to the Platform is restricted to individuals who:

- Hold an active institutional affiliation or have been formally approved as an external collaborator
- Have been granted an account by a Platform Administrator or Study Lead
- Have a legitimate research purpose covered by an applicable ethics approval or institutional governance framework
- Have read, understood, and agreed to the terms of this agreement

User accounts are personal and non-transferable. Access is granted at the scope level appropriate to your role and study assignments.

3. Acceptable Use

3.1 Permitted Use

You may use the Platform to:

- Access and query research data within the scope of your authorised studies and lab groups
- Manage and track biosamples for studies in which you hold an active operational role
- Upload, register, and query datasets in accordance with your assigned access level
- Use Helix to support research queries, sample discovery, and data exploration within your authorised scope
- Review documents and outputs associated with studies you are authorised to access

3.2 Prohibited Use

The following activities are strictly prohibited:

- Accessing data outside your authorised scope, including data from studies or lab groups for which you have not been granted access
- Sharing your credentials or allowing another person to access the Platform using your account
- Downloading, exporting, or copying identifiable research data outside approved governance channels
- Using Platform data or outputs for commercial purposes without explicit written authorisation
- Attempting to circumvent, test, or probe Platform access controls, authentication systems, or security measures
- Uploading data that has not been cleared for inclusion in accordance with applicable ethics approvals and data governance frameworks

If you are uncertain whether a particular use is permitted, contact the Platform Administrator before proceeding.

4. Research Data and Confidentiality

4.1 Nature of Platform Data

The Platform hosts sensitive research data including clinical, biological, and participant-linked information. All such data is subject to strict governance controls under applicable institutional policies and UK GDPR.

4.2 Your Obligations

As a Platform user, you are responsible for:

- Treating all data accessed through the Platform as confidential
- Ensuring that your use of Platform data is consistent with the relevant ethics approval, consent framework, and data sharing agreement
- Reporting any suspected data breach, unauthorised access, or security incident to the Platform Administrator without delay
- Not retaining or storing Platform data outside approved systems without explicit authorisation

4.3 Participant Privacy

Research data on the Platform is linked to study participants who have provided informed consent for specific research purposes. Users must not attempt to re-identify participants or use data in ways that exceed the scope of the original consent.

5. Helix AI Tool — Appropriate Use

5.1 Purpose

Helix is an AI-assisted research tool designed to support sample discovery, cohort queries, operational lab oversight, and data exploration. It is a decision-support tool and does not constitute a clinical system, diagnostic tool, or certified analytical instrument.

5.2 User Responsibilities

When using Helix, you must:

- Apply independent judgement when interpreting outputs
- Not use Helix to query data outside your authorised scope
- Report unexpected, inaccurate, or anomalous Helix outputs to the Platform Administrator
- Acknowledge when communicating Helix-assisted findings that AI tools were used in the analysis

5.3 Logging

All Helix interactions are logged for quality assurance, platform improvement, and governance purposes. These logs may be reviewed by Platform Administrators and are handled in accordance with the Platform Privacy Notice.

6. Account Security

6.1 Your Responsibilities

You are responsible for:

- Maintaining the confidentiality of your login credentials
- Logging out of the Platform after sessions on shared devices
- Reporting any suspected unauthorised access to your account immediately
- Notifying the Platform Administrator if your institutional affiliation changes or your research role ends

6.2 Account Management

Accounts are periodically reviewed. Access may be suspended or revoked if your institutional affiliation lapses, your study assignment ends, or you are found to be in breach of these terms.

You must not create multiple accounts or attempt to restore a suspended account without authorisation.

7. Consequences of Misuse

Breach of this agreement may result in one or more of the following actions:

- Immediate suspension of Platform access pending investigation
- Permanent revocation of Platform access
- Escalation to your institutional line manager, department head, or research governance office
- Referral to your institution's research integrity or disciplinary process
- Legal action in cases involving serious data protection breaches or wilful misuse

Platform Administrators reserve the right to take immediate precautionary action, including account suspension, without prior notice where there is a reasonable belief that a serious breach has occurred.

8. Acknowledgement and Agreement

By activating your account and using the Platform, you confirm that:

- You have read and understood this agreement in full
- You agree to comply with the terms set out above
- You understand that this agreement may be updated and that continued use of the Platform constitutes acceptance of any revised terms
- You will complete any additional training or certification required by the Platform Administrator

If you do not agree to these terms, you must not activate or use your account. Contact the Platform Administrator to discuss your circumstances.