The Direction of the Ecole polytechnique fédérale de Lausanne hereby adopts the following:

Section 1 General points

Article 1 Parties

1 The Ecole polytechnique fédérale de Lausanne, hereinafter EPFL, provides its community with a multifunction smart card system called CAMIPRO.

2 The following members of the EPFL community obtain a CAMIPRO card:
   - employees;
   - students;
   - persons attached to EPFL Guest Entities (EHE) and companies on the site;
   - all other persons recognised in the EPFL accreditation system (ACCRED) in accordance with current directives, with the exception of auditors.

Article 2 Subject and functions

1 The CAMIPRO card is a smart card of the RFID type issued to persons who are members of the EPFL community and accredited as such. It:
   - serves as a means of identification throughout the EPFL campus;
   - incorporates an electronic key functionality allowing access control;
   - comprises an electronic wallet functionality;
   - can offer other functionalities requiring a unique ID.

2 The CAMIPRO card remains the property of EPFL, which can require its restitution or cancel the rights it confers.

3 The original card is supplied free of change. Any replacements must be paid for.

4 The CAMIPRO card must be presented when security checks are made. It may be withdrawn from its holder in the event of non-compliance with EPFL rules and regulations.

Article 3 Terms relating to the general conditions

1 The present general conditions govern the relations between EPFL and the cardholder. They override any other information that may have been communicated orally, in writing, or in electronic or any other form.

2 Upon receiving the card and before using it, the holder acknowledges that they have read and accepted the present general conditions.

3 The present general conditions come into force at the time the CAMIPRO card is received and remain in force until its expiry.

4 EPFL reserves the right to amend the general conditions. The latter are available on the Polylex site (http://polylex.epfl.ch/) and the CAMIPRO site (http://camipro.epfl.ch).
Article 4  Functionalities

1 The electronic key functionality allows the holder to:
   - gain access to EPFL buildings;
   - enter certain premises with controlled access.

2 The electronic wallet functionality allows the holder to pay for certain things on the EPFL campus.

3 The NEBIS identification functionality (library network) allows the holder to borrow books from the EPFL Library.

4 The functionalities can be used as long as the CAMIPRO card is valid.

Article 5  Information concerning the card

1 The card comprises personal data: surname(s), first name(s), SCIPER number (EPFL personal identification number), photo and NEBIS barcode. The card also comprises a reinscribable surface (matt surface at the top of the card) containing information modified at the beginning of each period of validity, namely:
   - status:
     - apprentice,
     - student,
     - PhD student,
     - continuing education,
     - personnel,
     - guest,
     - retiree,
     - person from outside EPFL,
     - company,
     - UNIL student,
     - UNIL PhD student,
     - EPFL Innovation Park;
   - date of validity.

2 Each time there is any change of status or prolongation of the date of validity, the reinscribable surface of the CAMIPRO card must be updated by inserting the card into a validation terminal (for location see http://camipro.epfl.ch/camipro_infoterminals).

Section 2  Access management

Article 6  Access card

The CAMIPRO card allows authorised persons to gain access to certain premises, laboratories, rooms and buildings outside of official opening times. All of these accesses are controlled by the access system.

Article 7  Condition for obtaining access authorisation

The CAMIPRO card electronic key is activated by the main administrator, in agreement with the EPFL Safety, Prevention and Health Domain (hereinafter DSPS). Specific rights are attributed and managed by local administrators.
Article 8  Functioning of access control
The CAMIPRO card is activated on the authorisation of the main administrator. Local administrators can only activate access rights for the buildings and premises that concern them (entrances of buildings, secure premises, etc.).

Article 9  NEBIS ID for library
The CAMIPRO card allows its holder to log in when borrowing books at the EPFL Library (http://library.epfl.ch/en).

Article 10  Other functionalities
The card is used as a means of identity for other services operated by third parties. The general conditions of the third parties concerned apply. These conditions can be found on the internet sites of the service suppliers:
- myPrint (http://camipro.epfl.ch/myprint_impressions Copies);
- Mobility Car Sharing;
- ElectricEasy (http://camipro.epfl.ch/electric_easy_autopartage_electrique);
- Campus Roule self-service bike stations (http://camipro.epfl.ch/campusroule);
- Green Motion electric vehicle charging (http://camipro.epfl.ch/greenmotion);
- use of Polygrill barbeques (http://camipro.epfl.ch/polygrill_barbecues_electriques).

Users fully accept these general conditions when registering for the different services via the CAMIPRO web platform (http://camipro.epfl.ch).

Section 3  Responsibility of cardholder

Article 11  Access control
1 The card holder is responsible for the use of their CAMIPRO card. The holder ensures that they do not allow unauthorised persons to enter secure buildings or premises.
2 The CAMIPRO card is strictly personal, and it is forbidden to lend it to third parties. Any misuse will be punished by withdrawal of the card or a period of suspension of the rights conferred by the card. EPFL reserves the right to take disciplinary action.

Article 12  Electronic wallet
1 The card may be loaded with:
   - debit cards at card loaders (http://camipro.epfl.ch/chargement#bornes);
   - by e-banking (http://camipro.epfl.ch/loading#ebanking);
   - by salary (for employees only: http://camipro.epfl.ch/loading#salaire).
2 The holder is responsible for the amount loaded onto their CAMIPRO card.
3 No reimbursement of the loaded amount will be made in the event of misuse by a third party resulting from the loss or theft of the card.
4 The amount available at the time the card is blocked is retained. It will be reusable after unblocking or made available via a new card.

Section 4  Management and EPFL competences

Article 13  Access control
EPFL is responsible for the general accessibility policy on the campus. Within this framework, the units are responsible for attributing access authorisations for the buildings and premises that concern them (building entrances, secure premises). Exceptional cases form the subject of a justified request submitted to the DSPS.
Article 14  Electronic wallet

1 EPFL carries out clearing and reporting operations on behalf of its partners.
2 EPFL reserves the right to cancel any monetary transaction carried out via a CAMIPRO card in an erroneous or fraudulent manner.

Article 15  End of activity at EPFL

1 The Registrar’s Office, for students, Human Resources, for personnel, and the accreditor, for other recognised persons, determine the end of the validity of authorisations issued to the holder.
2 Upon the termination of relations between EPFL and the cardholder:
   - the latter is obliged to return the card to the CAMIPRO Card Office (premises BS 143) or send it by internal post to the CAMIPRO Back-Office (BS 143), RHO-DII-E, Station 4) and the rights it confers are cancelled;
   - the cardholder can retrieve any outstanding balance on their electronic wallet at the AGEPoly office. Any balance not claimed within a deadline of 3 months after the termination of relations will be reallocated to the system’s operating costs.

Article 16  Theft or loss

1 In the event of theft or loss, the card must be blocked at the PCC. The cardholder must announce any theft or loss immediately by telephone or email to the PCC (+41 21 693 40 00, pcc@epfl.ch).
2 The holder is responsible for any misuse that may be made of their card if they fail to promptly announce its theft or loss.
3 To obtain a replacement card, an administrative charge of CHF 25.- must be paid.

Article 17  Data protection and processing

1 EPFL guarantees that the legal provisions concerning personal data protection are respected. Personal data are treated confidentially and are only passed on to third party authorities in legally authorised cases.
2 When the CAMIPRO card is issued and used, the data enumerated under Art. 5, para. 1 are recorded.
3 Monetary movements (electronic wallet) are recorded and stored for 10 years and subsequently destroyed.
4 Accesses to buildings and premises are recorded and stored for three months and subsequently destroyed.
5 The recorded data may be used internally by the DSPS for investigation purposes.
6 These data also allow EPFL to make anonymised statistical evaluations in order to identify trends that may serve to improve the monetary services offered.
7 The data and documents relating to an identifiable person are physically and confidentially deleted as soon as they no longer serve the purposes for which they were collected.
8 Any cardholder may request information regarding the data recorded concerning them at the CAMIPRO Back-Office (premises BS 143) or by internal post sent to the “CAMIPRO Back-Office - BS 143”, RHO-DII-E, Station 4.

Article 18  Operating defects

The cardholder cannot claim damages for technical incidents and system breakdowns precluding the use of the CAMIPRO card.
Section 5   Final provisions

Article 19   Coming into force
The present version 1.0 cancels and replaces previous versions and comes into force on 1 June 2012, version 1.3, status as at 1 January 2017.

On behalf of the EPFL Direction:

President:  General Counsel:
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