



Scratch Storage Policy

No:	OSC-1.1
Revision Date:	May 2, 2017
Effective:	June 1, 2017

1 Purpose

The purpose of this policy is to (1) keep sufficient scratch space available at all times, (2) maintain good performance of the scratch file system, (3) protect users from misuse of scratch which will result in data loss and (4) reduce manual management of scratch data by OSC staff. No customer should rely upon the retention of data placed on scratch storage. The current policy attempts to minimize the impact of this principle, and is subject to change.

2 Organizational Scope

This policy is Center-wide and applied to all clients at Ohio Supercomputer Center.

3 Definitions

For purposes of this policy, unless otherwise stated, the following definitions shall apply:

	Definition
Purge	Files owned by users are removed permanently from the Scratch file system by OSC administrator or automatic

4 Policy Content and Guidelines

OSC provides a scratch file system as high-performance, high-capacity, shared space. It is temporary without backup. Data stored on this system is not recoverable if it is lost for any reason, including user error or hardware failure. Users must keep valuable data on Project and/or Home storage which is regularly backed up.

4.1 Per User disk quota

There is no quota on this system.

4.2 Purge Policy

Scratch directories are purged on the basis of last access time. It is a policy violation to use scripts to change the file access time to avoid being purged. Any user found to be violating this policy will be contacted; further violations may result in the HPC account being locked.

4.2.1 Period

Any file not accessed in more than or equal to 120 days will be purged.

4.2.2 Purge Frequency

Purge is on a weekly basis and occurs every Wednesday.

4.2.3 User Notification

OSC will attempt to inform affected users whose files will be purged in advance by emails, if time and circumstances permit; but there is no guarantee that all affected users will receive the notifications.

4.2.4 Tool to Identify Files Subject to Purge

There is no direct tool for users to identify files which are subject to purge. Users can use “find” command to identify old data as discussed in “HOWTO: Reduce Disk Space Usage” [1]

4.2.5 Other

OSC retains the right to purge files at any time. OSC will attempt to contact affected users in advance if time and circumstances permit; but there is no guarantee that all affected users will receive the notifications.

4.3 Exemption to Purge Policy

Exemption to the purge policy stated in Section 4.2 may be requested. The exemption provides users additional time to take actions with their files stored on the scratch file system.

4.3.1 Request Exemption

If you need an exemption to purge policy, please contact OSC Help (oschelp@osc.edu) including the following information in a timely manner:

1. Your OSC username
2. Path of directories/files that need exemption to purge policy
3. Data size
4. Duration: from requested date till MM/DD/YY (The max exemption duration is 120 starting the date your request is received)
5. Detailed justification

4.3.2 Exemption Renewal

Renewal of the exemption request is not permitted. It is user's responsibility to back up all important data before the exemption request expires.

5 References

1. Ohio Supercomputer Center. "HOWTO: Reduce Disk Space Usage."
https://www.osc.edu/resources/getting_started/howto/howto_reduce_disk_space_usage (accessed February 22, 2017)

6 Policy Sponsor and Contact

Ohio Supercomputer Center's HPC Client Services group is responsible for the policy process, policy formulation, and policy curation.

Contact OSC policy group at 1-800-686-6472, policy@osc.edu for additional information.