



Department
for Environment
Food & Rural Affairs



Defra,
Richard Fairclough House,

20th December 2023

COMMERCIAL IN CONFIDENCE
Farm and Land Management Advice Framework

Environmental Training, Advice and Facilitation Framework Subject:	Water Quality and Protection, Air Quality and Ammonia Reduction
Lot:	Lot 2: Midlands
Area:	East Midlands
Contract Title:	Catchment Sensitive Farming: East Midlands Farm Infrastructure Advice Programme
Contract Reference:	ETAFF/CSFMidlands01

IT IS AGREED as follows:

As per the tender Request for Quotation, the delivery of the Catchment Sensitive Farming East Midlands Farm Infrastructure Advice Programme will commence on the 2nd January 2024. Activities and payment details are summarised below.

Table 1

Activity Type	Delivery Deadline	Funding Source	No. Un
CSF 3: Farm Infrastructure Appraisal	31/07/2024	GiA	5
CSF 4: Storage and Handling of Organic Manures and Silage	31/07/2024	GiA	1

Environmental Training, Advice & Facilitation Framework
Contract CSFMidlands01

The Service Provider shall deliver the Services in accordance with the details specified in the following documents:

1. The tender Request for Quotation dated 28th November 2023.
2. The tender specification issued in support of the Request for Quotation.
3. The tender submission of the Service Provider submitted to Atamis on 12th December 2023.
4. The delivery milestones as set out in Annex A to this Work Order.

If there is any conflict between the documents referred to above or the terms of the Framework Agreement, the conflict shall be resolved in accordance with the following order of precedence:

1. This Work Order (including Annex A).
2. The tender specification issued by Natural England as referred to above.
3. The Framework Agreement.
4. The tender submission of the Service Provider as referred to above.

All other terms and conditions are as per the main framework contract. The final claim should be submitted by 11/19/2024 (within 6 weeks of the mini-contract delivery end date).

Upon receipt of the signed Contract Award, a Purchase Order will be raised which must be quoted on all claim submission invoices. To note the terms and conditions of the main Framework contract take precedence over those attached with the Purchase Order.

The offer comprised in the Award Letter shall be deemed to be accepted by the Contractor on receipt by the Customer of the Contractor's notification of acceptance via Atamis within 7 days of the date of the Award Letter.

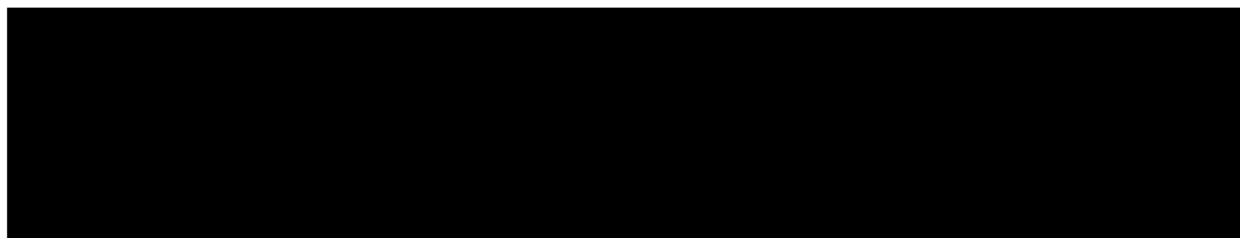
Yours Sincerely

Annex A: Delivery Milestones

Activity
Inception Meeting to be held and 55 of the total contact names to be provided by the CSF Team.
Delivery of one-to-one advice visits to commence.
5 of 65 one-to-one visits to be delivered and reports sent to farmers.
15 of 65 one-to-one visits to be delivered and reports sent to farmers.
25 of 65 one-to-one visits to be delivered and reports sent to farmers.
Final 10 contact names to be provided by the CSF Team.
35 of 65 one-to-one visits to be delivered and reports sent to farmers.
50 of 65 one-to-one visits to be delivered and reports sent to farmers.
60 of 65 one-to-one visits to be delivered and reports sent to farmers.
All 65 one-to-one visits delivered and reports sent to farmers.
Final claim submitted to Natural England with all associated claim supporting documentation as per the FMM.

Schedule 1: PROCESSING, PERSONAL DATA AND DATA SUBJECTS

1. This Schedule shall be completed by the Authority, who may take account of the view of the Contractor, however the final decision as to the content of this Schedule shall be with the Authority at its absolute discretion.



4. The Contractor shall comply with any further written instructions with respect to processing by the Authority.
5. Any such further instructions shall be incorporated into this Schedule.

Data Processing descriptor	Narrative
Identity of the Controller and Processor	The Parties acknowledge that for the purposes of the Data Protection Legislation, the Authority is the Controller and the Contractor is the Processor in accordance with Clause E2.1.
Subject matter of the processing	The processing is needed in order to ensure that the Processor can effectively deliver the services required by the contract to provide.
Duration of the processing	Duration of the contract
Nature and purposes of the processing	The collection, recording, organisation and storage of information for the purpose of providing advice to named individuals.
Type of Personal Data	Name, address, date of birth, NI number, telephone number, email address.
Categories of Data Subject	Members of the public in the person of farmers who will be the recipients of advice.
Data Processing descriptor	Narrative