

SCHEDULE 8.2
CHANGE CONTROL PROCEDURE

1 DEFINITIONS

1.1 In this Schedule, the following definitions shall apply:

“At Risk%”	means the total “at risk” per year percentage specified in Annex 1 of Schedule 2.2;
“Authorised Interim Actions”	means the Interim Actions set out in the Final Interim Actions Notice;
“Authority Change Manager”	the person appointed to that position by the Authority from time to time and notified in writing to the Supplier or, if no person is notified, the Authority Representative;
“Change Request”	a written request for a Contract Change which shall be substantially in the form of Annex 1;
“Change Communication”	any Interim Actions Notice, Interim Actions Response, Final Interim Actions Notice, Change Request, Impact Assessment, Change Authorisation Note or other communication sent or required to be sent pursuant to this Schedule;
“Fast-track Change”	any Contract Change which the Parties agree to expedite in accordance with Paragraph 8 (Fast-track Changes);
“Final Interim Actions Notice”	means a final notice specifying the Interim Actions and the Interim Actions Costs which the Parties have agreed in respect of such Contract Change;
“Impact Assessment”	an assessment of a Change Request in accordance with Paragraph 5 (Impact Assessment);
“Interim Actions”	means the services, work, goods and/or materials required in connection with a proposed Contract Change prior to its acceptance and incorporation into the Contract;

“Interim Actions Cap”	means £50,000;
“Interim Actions Costs”	means the actual costs set out in the Final Interim Actions Notice;
“Interim Actions Notice”	has the meaning given to it in Paragraph 11.1 of Schedule 8.2 Change Control Procedure;
“Interim Actions Response”	has the meaning given to it in Paragraph 11.2 of Schedule 8.2 Change Control Procedure;
“Interim Period”	means the period from and including the day the Supplier issues a Final Interim Actions Notice until and including the day the Authority either accepts, rejects or otherwise discontinues the Contract Change to which the Final Interim Actions Notice relates;
“Receiving Party”	the Party which receives a proposed Contract Change;
“RFOC”	has the meaning given to it in Paragraph 9.3 (Operational Change Procedure); and
“Supplier Change Manager”	the person appointed to that position by the Supplier from time to time and notified in writing to the Authority or, if no person is notified, the Supplier Representative.

1.2 In this Schedule 8.2, defined terms used in Schedule 1 (Definitions) shall have the same meaning herein unless the context otherwise requires.

2 GENERAL PRINCIPLES OF CHANGE CONTROL PROCEDURE

2.1 This Schedule sets out the procedure for dealing with Changes.

2.2 Operational Changes shall be processed in accordance with Paragraph 9 (Operational Change Procedure). If either Party is in doubt about whether a change falls within the definition of an Operational Change, then it must be processed as a Contract Change.

2.3 The Parties shall deal with Contract Changes as follows:

2.3.1 either Party may request a Contract Change which they shall initiate by issuing a Change Request in accordance with Paragraph 4 (Change Request);

2.3.2 unless this Agreement otherwise requires, the Supplier shall assess and document the potential impact of a proposed Contract Change

- in accordance with Paragraph 5 (Impact Assessment) before the Contract Change can be either approved or implemented;
- 2.3.3 the Authority shall have the right to request amendments to a Change Request, approve it or reject it in the manner set out in Paragraph 6 (Authority's Right of Approval);
- 2.3.4 the Supplier shall have the right to reject a Change Request solely in the manner set out in Paragraph 7 (Supplier's Right of Approval);
- 2.3.5 save as otherwise provided in this Agreement, no proposed Contract Change shall be implemented by the Supplier until a Change Authorisation Note has been signed and issued by the Authority in accordance with Paragraph 6.2 (Authority's Right of Approval); and
- 2.3.6 if a proposed Contract Change is a Fast-track Change, it shall be processed in accordance with Paragraph 8 (Fast-track Change).
- 2.4 To the extent that any Contract Change:
- 2.4.1 proposed by the Supplier requires any change, variation or amendment of a Detailed Solution as Approved by the Authority pursuant to Part 2 of Schedule 6.1 (Mobilisation) any such Contract Change shall (notwithstanding any other provision of this Schedule 8.2 (Change Control Procedure)) be subject to the Authority's rights pursuant to Paragraphs 3 – 5 (inclusive) of Part 2 to Schedule 6.1 (Mobilisation); and
- 2.4.2 requires testing and/or a programme for implementation then the Parties shall follow the procedures set out in Schedule 6.2 (Acceptance Criteria and Tests) and where appropriate the Change Authorisation Note relating such Contract Change shall specify Milestones and/or a Key Milestone (as defined in Schedule 6.1) and Milestone Dates(s) in respect of such Contract Change for the purposes of such procedures.
- 2.5 Until a Change Authorisation Note has been signed and issued by the Authority in accordance with Paragraph 6.2 (Authority's Right of Approval), then:
- 2.5.1 unless the Authority expressly agrees (or requires) otherwise in writing, the Supplier shall continue to supply the Services in accordance with the existing terms of this Agreement as if the proposed Contract Change did not apply; and
- 2.5.2 any discussions, negotiations or other communications which may take place between the Authority and the Supplier in connection with any proposed Contract Change, including the submission of any Change Communications, shall be without prejudice to each Party's other rights under this Agreement.
- 2.6 The Supplier shall:
- 2.6.1 within ten (10) Working Days of the Authority's signature and issue of a Change Authorisation Note, deliver to the Authority a copy of this Agreement updated to reflect all Contract Changes agreed in the relevant Change Authorisation Note and annotated with a reference to the Change Authorisation Note pursuant to which the relevant Contract Changes were agreed; and

2.6.2 thereafter provide to the Authority such further copies of the updated Agreement as the Authority may from time to time request.

3 COSTS

3.1 Subject to Paragraph 3.4 (Costs):

3.1.1 the costs of preparing each Change Request shall be borne by the Party making the Change Request; and

3.1.2 the costs incurred by the Supplier in undertaking an Impact Assessment shall be borne by the Party making the Change Request provided that the Authority shall not be required to pay:

(a) the first ten thousand pounds (£10,000) of any such costs per Impact Assessment; or

(b) any such costs if the Supplier is able to undertake the Impact Assessment by using resources already deployed in the provision of the Services.

3.2 The cost of any Contract Change shall be calculated and, for the purposes of adjusting the Charges to reflect such cost where necessary, an appropriate adjustment shall be made to the basis on which any Milestone Payments and/or Service Charges (as applicable) are payable under Schedule 7.1 (Charges and Invoicing) including (where applicable) by way of:

3.2.1 adjusting the expenditure permitted by the definition of "Actual Costs" to allow for changes to cost lines covered by that definition;

3.2.2 adjusting particular maximum amounts payable in respect of existing cost lines by reference to the relevant Unit Rate (as defined in Schedule 7.1 (Charges and Invoicing) or adding a new maximum amount payable in respect of any new cost line by adjusting the relevant Unit Rate and such adjustment shall be made in accordance with paragraph 5.5 of this Schedule 8.2 (Change Control Procedure);

3.2.3 in the case of any new cost lines, also adding a "Supplier Profit Rate" associated with that cost line; and

3.2.4 as a consequence of such previously stated adjustments, altering the overall Unit Rate applicable to an existing cost line and/or adding a new Unit Rate in respect of any new cost line.

3.3 The Supplier shall be entitled to increase the Maximum Price only if it can demonstrate in the Impact Assessment that the proposed Contract Change requires additional resources and, in any event, any change to the Charges resulting from a Contract Change (whether the change will cause an increase or a decrease in the Maximum Price) will be strictly proportionate to the increase or decrease in the level of resources required for the provision of the Services as amended by the Contract Change will not result in the profit margin associated with the Charges exceeding a margin which has been calculated on a basis that is equivalent to, and consistent with, the Supplier Profit Rates and will not otherwise result in the economic balance of this Agreement altering in favour of the Supplier.

- 3.4 Both Parties' costs incurred in respect of any use of this Change Control Procedure as a result of any error or Default by the Supplier shall be paid for by the Supplier.

4 CHANGE REQUEST

- 4.1 Either Party may issue a Change Request to the other Party at any time during the Term. A Change Request shall be substantially in the form of Annex 1 and state whether the Party issuing the Change Request considers the proposed Contract Change to be a Fast-track Change.

- 4.2 If the Supplier issues the Change Request, then it shall also provide an Impact Assessment to the Authority as soon as is reasonably practicable but in any event within ten (10) Working Days of the date of issuing the Change Request.

- 4.3 If the Authority issues the Change Request, then the Supplier shall provide a completed Impact Assessment to the Authority as soon as is reasonably practicable. If the Supplier requires any clarification in relation to the Change Request before it can deliver the Impact Assessment, then it shall promptly make a request for clarification to the Authority and provided that sufficient information is received by the Authority to fully understand:

4.1.1 the nature of the request for clarification; and

4.1.2 the reasonable justification for the request,

and the time period to complete the Impact Assessment shall be extended by the time taken by the Authority to provide that clarification. The Authority shall respond to the request for clarification as soon as is reasonably practicable.

5 IMPACT ASSESSMENT

- 5.1 Each Impact Assessment shall be completed in good faith and shall include:

5.1.1 details of the proposed Contract Change including the reason for the Contract Change;

5.1.2 details of the impact of the proposed Contract Change on the Services, the Optional Services (if any) and the Supplier's ability to meet its other obligations under this Agreement;

5.1.3 any variation to the terms of this Agreement that will be required as a result of that impact, including changes to:

(a) the Statement of Requirements, the Performance Indicators and/or the Target Performance Levels;

(b) the format of Authority Data, as set out in the Statement of Requirements;

(c) the Milestones, the Mobilisation Plan and any other timetable previously agreed by the Parties;

(d) other services provided by third party contractors to the Authority, including any changes required by the proposed Contract Change to the Authority's IT infrastructure;

- (e) any Unit Rates or Cost Elements (as defined in Schedule 7.1 (Charges and Invoicing));
 - (f) the cost of providing the Services;
 - (g) the At Risk%, to take into account any increase or decrease in the cost of providing the Services;
 - (h) details of the cost of implementing the proposed Contract Change and including any increase or decrease in the Charges, any alteration in the resources and/or expenditure required by either Party and any alteration to the working practices of either Party;
 - (i) a timetable for the implementation, together with any proposals for the testing of the Contract Change;
 - (j) details of how the proposed Contract Change will ensure compliance with any applicable Change in Law; and
 - (k) such other information as the Authority may reasonably request in (or in response to) the Change Request.
- 5.2 If the Contract Change involves the processing or transfer of any Personal Data outside the European Economic Area, the preparation of the Impact Assessment shall also be subject to Clause 24 (Protection of Personal Data).
- 5.3 Subject to the provisions of Paragraph 5.4 (Impact Assessment), the Authority shall review the Impact Assessment and respond to the Supplier in accordance with Paragraph 6 (Authority's Right of Approval) within fifteen (15) Working Days of receiving the Impact Assessment.
- 5.4 If the Authority is the Receiving Party and the Authority reasonably considers that it requires further information regarding the proposed Contract Change so that it may properly evaluate the Change Request and the Impact Assessment, then within five (5) Working Days of receiving the Impact Assessment, it shall notify the Supplier of this fact and detail the further information that it requires. The Supplier shall then re-issue the relevant Impact Assessment to the Authority within ten (10) Working Days of receiving such notification. At the Authority's discretion, the Parties may repeat the process described in this Paragraph 5.4 until the Authority is satisfied that it has sufficient information to properly evaluate the Change Request and Impact Assessment.
- 5.5 The calculation of costs for the purposes of Paragraph 5.1.1 (e), 5.1.1(f) and 5.1.1(h) (Impact Assessment) shall:
- 5.5.1 be based on:
 - (a) the Price List (being the Price List set out in Schedule 7.7 (Pricing));
 - (b) where the additional or substituted work is of a similar character to and is executed under similar conditions as the work set out in the Statement of Requirements, the

applicable Unit Rate, Cost Element and/or any other applicable pricing information set out in the Price List;

- (c) where the additional or substituted work is of similar character to work set out in the Statement of Requirements but is not executed under similar conditions, the Unit Rates, Cost Elements and/or any other applicable pricing information set out in the Price List for such work are the basis for determining the valuation and the valuation includes a fair allowance for such difference in conditions and such Approved revised rate, cost element and/or other applicable pricing information in the Price List shall be added to the Price List as a new Unit Rate, Cost Element and/or other applicable pricing information (as the case may be); and
- (d) where additional or substituted work is not of similar character to work set out in the Statement of Requirements but there is an analogous Unit Rate, Cost Element and/or any other applicable pricing information set out in the Price List for such work, they shall be basis for determining the valuation and such Approved new unit rate, cost element and/or other applicable pricing information in the Price List shall be added to the Price List as a new Unit Rate, Cost Element and/or other applicable pricing information (as the case may be)the work is valued at fair rates and prices; and/or
- (e) where additional or substituted work is not of similar character to work set out in the Statement of Requirements and there is no analogous Unit Rate, Cost Element and/or any other applicable pricing information set out in the Price List for such work, the work is valued at fair rates and prices (taking into account any pricing information available to the Authority such as benchmarking data or other relevant pricing data), and such Approved new unit rate, cost element and/or other applicable pricing information in the Price List shall be added to the Price List as a new Unit Rate, Cost Element and/or other applicable pricing information (as the case may be)the work is valued at fair rates and prices;

- 5.5.2 facilitate the Financial Transparency Objectives;
- 5.5.3 include estimated volumes of each type of resource to be employed and the applicable or analogous Unit Rate and/or Cost Element;
- 5.5.4 include full disclosure of any assumptions underlying such Impact Assessment;
- 5.5.5 include evidence of the cost of any assets required for the Change;
- 5.5.6 include details of any new Sub-contracts necessary to accomplish the Change; and
- 5.5.7 be in accordance with the requirements of Paragraph 3.2 (Costs).

6 AUTHORITY'S RIGHT OF APPROVAL

- 6.1 Within fifteen (15) Working Days of receiving the Impact Assessment from the Supplier or within ten (10) Working Days of receiving the further information that it may request pursuant to Paragraph 5.4, the Authority shall evaluate the Change Request and the Impact Assessment and shall do one of the following:
- 6.1.1 approve the proposed Contract Change, in which case the Parties shall follow the procedure set out in Paragraph 6.2 (Authority's Rights of Approval);
 - 6.1.2 in its absolute discretion reject the Contract Change, in which case it shall notify the Supplier of the rejection save that the Authority shall not reject any proposed Contract Change to the extent that the Contract Change is necessary for the Supplier or the Services to comply with any Changes in Law. If the Authority does reject a Contract Change, then it shall explain its reasons in writing to the Supplier as soon as is reasonably practicable following such rejection; or
 - 6.1.3 in the event that it reasonably believes that a Change Request or Impact Assessment contains errors or omissions, require the Supplier to modify the relevant document accordingly, in which event the Supplier shall make such modifications within five (5) Working Days of such request. Subject to Paragraph 5.4 (Impact Assessment), on receiving the modified Change Request and/or Impact Assessment, the Authority shall approve or reject the proposed Contract Change within ten (10) Working Days.
- 6.2 If the Authority approves the proposed Contract Change pursuant to Paragraph 6.1 (Authority's Rights of Approval) and it has not been rejected by the Supplier in accordance with Paragraph 7 (Supplier's Right of Approval), then the Authority shall inform the Supplier and the Supplier shall prepare two copies of a Change Authorisation Note which it shall sign and deliver to the Authority for its signature. Following receipt by the Authority of the Change Authorisation Note, it shall sign both copies and return one copy to the Supplier. On the Authority's signature the Change Authorisation Note shall constitute (or, where the Authority has agreed to or required the implementation of a Change prior to signature of a Change Authorisation Note, shall constitute confirmation of) a binding variation to this Agreement.
- 6.3 If the Authority does not sign the Change Authorisation Note within ten (10) Working Days, then the Supplier shall have the right to notify the Authority and if the Authority does not sign the Change Authorisation Note within five (5) Working Days of such notification, then the Supplier may refer the matter to the Expedited Dispute Timetable pursuant to and as defined in Schedule 8.3 (Dispute Resolution Procedure).
- 6.4 If a dispute arises regarding any Change, including, without limitation, any dispute as to the price of a Change, or as to whether any service or item required by the Authority or requested by Supplier constitutes a Change, the Supplier shall nevertheless promptly proceed with performance as directed by the Buyer in writing, without delay or interruption. Neither the Authority's request, the Supplier's performance, nor the acceptance of any disputed services by the Authority shall constitute or be deemed to be a waiver on the part of the Authority or Supplier of its rights to seek a determination of the

appropriate compensation for a Change, or classification of a service as a Change.

7 SUPPLIER'S RIGHT OF APPROVAL

7.1 Following an Impact Assessment, if:

- 7.1.1 the Supplier reasonably believes that any proposed Contract Change which is requested by the Authority would:
- (a) materially and adversely affect the risks to the health and safety of any person; and/or
 - (b) require the Services to be performed in a way that infringes any Law; and/or
- 7.1.2 the Supplier demonstrates to the Authority's reasonable satisfaction that the proposed Contract Change is technically impossible to implement and neither the Supplier Solution nor the Statement of Requirements state that the Supplier does have the technical capacity and flexibility required to implement the proposed Contract Change,

then the Supplier shall be entitled to reject the proposed Contract Change and shall notify the Authority of its reasons for doing so within five (5) Working Days after the date on which it is obliged to deliver the Impact Assessment pursuant to Paragraph 5.3 (Impact Assessment).

8 FAST-TRACK CHANGES

8.1 The Parties acknowledge that to ensure operational efficiency there may be circumstances where it is desirable to expedite the processes set out above.

8.2 Subject always to Paragraph 2 (General Principles of Change Control Procedure) if:

- 8.2.1 the total number of Contract Changes in relation to which this Fast-track Change procedure has been applied does not exceed four (4) in any twelve (12) month period; and
- 8.2.2 both Parties agree the value of the proposed Contract Change over the remaining Term and any period for which Termination Services may be required does not exceed an amount equal to five per cent (5%) of the Maximum Price payable in respect of the unexpired residue of the Term and the proposed Contract Change is not significant (as determined by the Authority acting reasonably),

then the Parties shall confirm to each other in writing that they shall use the process set out in Paragraphs 4 (Change Request), 5 (Impact Assessment), 6 (Authority's Rights of Approval) and 7 (Supplier's Right of Approval) but with reduced timescales, such that any period of fifteen (15) Working Days is reduced to five (5) Working Days, any period of ten (10) Working Days is reduced to two (2) Working Days and any period of five (5) Working Days is reduced to one (1) Working Day.

8.3 The Parties may agree in writing to revise the parameters set out in Paragraph 8.2 (Fast-track Changes) from time to time or that the Fast-track Change procedure shall be used in relation to a particular Contract Change

notwithstanding that the total number of Contract Changes to which such procedure is applied will then exceed four (4) in a twelve (12) month period.

9 OPERATIONAL CHANGE PROCEDURE

9.1 Any Operational Changes identified by the Supplier to improve operational efficiency of the Services may be implemented by the Supplier without following the Change Control Procedure for proposed Contract Changes provided they do not:

- 9.1.1 have an impact on the business of the Authority;
- 9.1.2 require a change to this Agreement;
- 9.1.3 have a direct impact on use of the Services; or
- 9.1.4 involve the Authority in paying any additional Charges or other costs.

9.2 The Supplier shall maintain records of all Operational Changes identified and implemented in relation to this Agreement and shall provide copies of such records upon request by the Authority.

9.3 The Authority may request an Operational Change by submitting a written request for Operational Change (**RFOC**) to the Supplier Representative.

9.4 The RFOC shall include the following details:

- 9.4.1 the proposed Operational Change; and
- 9.4.2 the time-scale for completion of the Operational Change.

9.5 The Supplier shall inform the Authority of any impact on the Services that may arise from the proposed Operational Change.

9.6 The Supplier shall complete the Operational Change by the timescale specified for completion of the Operational Change in the RFOC, and shall promptly notify the Authority when the Operational Change is completed.

10 COMMUNICATIONS

For any Change Communication to be valid under this Schedule, it must be sent to either the Authority Change Manager or the Supplier Change Manager, as applicable. The provisions of Clause 46 (Notices) shall apply to a Change Communication as if it were a notice.

11 INTERIM ACTIONS PROCESS

11.1 Where the Supplier reasonably considers that it will be necessary to provide Interim Actions, the Supplier shall notify the Authority in writing of:

- 11.1.1 the Interim Actions which will be required including full details of the scope and rationale for such Interim Actions; and
- 11.1.2 the actual costs which the Supplier will incur in carrying out such Interim Actions provided always that such costs shall not exceed the Interim Actions Cap,

(“**Interim Actions Notice**”).

- 11.2 Within three (3) Working Days of receipt of an Interim Actions Notice, the Authority shall respond to the Supplier either:
- 11.2.1 accepting the Interim Actions Notice;
 - 11.2.2 rejecting (in its absolute discretion) the Interim Actions Notice; or
 - 11.2.3 proposing amendments to the Interim Actions Notice,
- (“Interim Actions Response”).**
- 11.3 If the Authority:
- 11.3.1 accepts the Interim Actions Notice, the Supplier shall issue a Final Interim Actions Notice as soon as reasonably practicable following receipt of the Interim Actions Response;
 - 11.3.2 rejects the Interim Actions Notice, the Supplier shall not be required to carry out the Interim Actions and the Authority shall have no liability to the Supplier for any costs and/or expenses incurred:
 - (a) in relation to the relevant Interim Actions Notice; and/or
 - (b) in anticipation of the Authority requiring the Supplier to undertake Interim Actions; and
 - 11.3.3 proposes amendments to the Interim Actions Notice, the Parties shall, as soon as reasonably practicable following receipt of such Interim Actions Response, meet to discuss the Interim Actions Response and, within three (3) Working Days of such meeting, the Supplier shall either:
 - (a) revoke the Interim Actions Notice; or
 - (b) issue a revised Interim Actions Notice in which case the Parties shall follow the process set out in paragraphs 11.2 and 11.3.
- 11.4 Where the Supplier has revoked the Interim Actions Notice, the Supplier shall not be required to carry out the Interim Actions and the Authority shall have no liability to the Supplier in respect of any costs or expenses incurred:
- 11.4.1 in relation to the relevant Interim Actions Notice; and/or
 - 11.4.2 in anticipation of the Authority requiring the Supplier to undertake Interim Actions.
- 11.5 During the Interim Period, the Supplier shall:
- 11.5.1 perform the Authorised Interim Actions in accordance with the Final Interim Actions Notice;
 - 11.5.2 keep the Authority regularly informed of the progress of the Authorised Interim Actions; and
 - 11.5.3 promptly provide the Authority with such additional information and supporting information in connection with the Authorised Interim Actions as the Authority reasonably requires.

- 11.6 Where the Supplier has issued a Final Interim Actions Notice in accordance with paragraph 1.3.1, the Supplier will prepare an Impact Assessment into which shall be included the Interim Actions Costs relating to such Final Interim Action Notice and, where the Contract Change to which that relevant Final Interim Actions Notice relates is:
- 11.6.1 approved in accordance with paragraph 6, the Interim Actions Costs shall be paid in accordance with the provisions of the relevant Contract Change;
 - 11.6.2 rejected in accordance with paragraph 6 or otherwise discontinued, the Supplier may include the Interim Actions Costs within the monthly application for payment in accordance with paragraph 3.6 of Schedule 7.1 (Charges and Invoicing) and shall provide such evidence as the Authority reasonably requires in support of such invoice;
 - 11.6.3 the Authority's total liability in respect of any Interim Actions shall not exceed the Interim Actions Cap or the sum specified in the relevant Final Interim Actions Notice; and
 - 11.6.4 the Authority shall have no liability to the Supplier for any costs or expenses incurred in relation to actions other than the Interim Actions specified in the Final Interim Actions Notice.

ANNEX 1: CHANGE REQUEST FORM

CR No.:	Title:	Type of Change:
Contract:		Required by Date:
Action:	Name:	Date:
Raised by:		
Area(s) Impacted (optional field):		
Assigned for Impact Assessment by:		
Assigned for Impact Assessment to:		
Supplier reference number:		
Full description of requested Change (including proposed changes to the wording of the Integrator Agreement):		
Details of any proposed alternative scenarios:		
Reasons for and benefits and disadvantages of requested Contract Change:		
Signature of requesting Change owner:		
Date of Change Request:		

ANNEX 2: CHANGE AUTHORISATION NOTE

CR No.:	Title:	Date raised:
Contract:	Type of Change:	Required by Date:
Key Milestone Date (if any):		
Detailed description of Contract Change for which impact assessment is being prepared and wording of related Contract Change:		
Proposed adjustment to the charges resulting from the Contract Change and basis of calculation:		
Signed on behalf of the Authority:		Signed on behalf of the Supplier:
Signature:.....		Signature:.....
Name:.....		Name:.....
Position:.....		Position:.....
Date:.....		Date:.....