

# **RM6160: Non Clinical Temporary and Fixed Term Staff (Short Form)**

**Order Form Template (Short Form)**

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This Order Form is for the provision of the Call-Off Deliverables. It is issued under the **Framework Contract RM6160: Non Clinical Temporary and Fixed Term Staff**.

<b>Contracting Authority Name</b>	Health and Safety Executive
<b>Contracting Authority Contact</b>	
<b>Contracting Authority Address</b>	Redgrave Court Merton Road Bootle L20 7HS
<b>Invoice Address (if different)</b>	APinvoices-HAS-U@gov.sscl.com

<b>Supplier Name</b>	Venn Group Recruitment
<b>Supplier Contact</b>	Thomas Rees
<b>Supplier Address</b>	Cottons Centre Hays Lane London SE1 2QP

<b>Framework Ref</b>	RM6160: Non Clinical Temporary and Fixed Term Staff
<b>Framework Lot</b>	2 - Corporate
<b>Order reference number</b>	1.11.4.3957
<b>Date order placed</b>	08.11.2021
<b>Call off Start Date</b>	09.11.2021
<b>Call-Off Expiry Date</b>	31 March 2022
<b>Extension Options</b>	
<b>GDPR Position</b>	Independent Controller (default unless specified)
<b>Job role / Title</b>	Project Manager – Operating Model
<b>Temporary or Fixed Term Assignment</b>	Temporary
<b>Hours / Days required</b>	37 Hours Per Week – 100 Working Days
<b>Unsocial hours required – give details</b>	
<b>High cost area supplement details (NHS only)</b>	1. <b>None</b> 2. Inner London 3. Outer London 4. Fringe
<b>Immunisation requirements? (Fee type 1 only)</b>	

<b>Pay band (use rate card to determine this)</b>	10A	
<b>Fee Type</b>	1. Patient Facing 2. Non-Patient Facing (Disclosure required) 3. <b>Non-Patient Facing (No Disclosure required)</b>	
<b>Expenses to be paid or benefits offered</b>	N/A	
<b>Expenses to be paid by Temporary Worker</b>	N/A	
<b>Charge rates</b>	Pre-AWR	Post-AWR (post 12 weeks)
	£714.50 (/Day)	£711.27 (/Day)
<b>Method of payment</b>	BACS	
<b>Discounts applicable</b>		

<b>Criminal records check required</b>	Yes
<b>BPSS required</b>	Yes
<b>State any other required clearance and/or background checking</b>	
<b>State any skills, mandatory training and qualifications necessary for the role</b>	 BSR Project Manager Job Descrip

## CALL-OFF INCORPORATED TERMS

The Call-Off Contract, Core Terms and Joint Schedules' for this Framework Contract are available on the CCS website. Visit the [Non Clinical Temporary and Fixed Term Staff](#) web page and click the 'Documents' tab to view and download these.

## CALL-OFF DELIVERABLES

The requirement
 IR35.pdf

## PERFORMANCE OF THE DELIVERABLES

Key Staff
<b>Stephen McCarthy</b>  stephen.mccarthy@hse.gov.uk
Key Subcontractors
[Insert name of key sub-contractors if required]

For and on behalf of the Supplier:		For and on behalf of the Contracting Authority:	
Signature:		Signature:	
Name:		Name:	
Role:		Role:	
Date:		Date:	