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## Schedule 7A

### Order Form for Standard Goods and Services – Direct Award

**Call-Off Contract under the HealthTrust Europe LLP Framework Agreement for the provision of Enterprise Level Information Communication Technology (ICT) Solutions for hardware, software, programs, applications, security, computer science, managed services, consultancy, support and associated services – 2019 (reference number: SF050716) dated 27<sup>th</sup> September 2019.**

<b>The Authority</b>	<i>The Department for Environment, Food and Rural Affairs, Nobel House, 17 Smith Square, London, SW1P 3JR.</i>
<b>The Supplier</b>	<i>Boxxe Limited of Floor 2 &amp; 3 Artemis House, Eboracum Way, York YO31 7RE</i>
<b>HealthTrust Europe Contract Reference</b>	

The Supplier and the Authority hereby agree as follows:

1. The Authority wishes to enter into a Contract in respect of the Goods and/or Services pursuant to the framework agreement between Health Trust Europe LLP and Supplier dated 27<sup>th</sup> September 2019 (the “Framework Agreement”).
2. The Contract incorporates, and the Supplier agrees to abide by, the following documents:
  - (a) The Specification of the Authority’s requirements as appended at Appendix 1 overleaf;
  - (b) the Contract Price, as appended at Appendix 2 overleaf; and
  - (c) the Call-Off Terms and Conditions set out at Appendix A to the Framework Agreement (including the front page and all Schedules thereto).
3. Where the Call-Off Terms and Conditions set out at Schedule 1 of Appendix A to the Framework Agreement apply, the Authority acknowledges and agrees to the HealthTrust Europe Key Provisions, in particular as stated below for the avoidance of doubt:

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- (a) In the event that the Authority terminates its agreement with HealthTrust Europe (made pursuant to the provisions of the UHCW Framework) for convenience or otherwise, and such termination takes effect before the end of the Initial Term (as defined in the UHCW Framework) or in the event that the Authority's agreement with HealthTrust Europe (made pursuant to the provisions of the UHCW Framework) expires without being renewed on or after such Initial Term, HealthTrust Europe shall notify the Supplier of such termination or expiry in accordance with the provisions of Clause 14 of Schedule 1 of the Framework Agreement ("**Beneficiary Withdrawal Notice**"). Upon receipt of such Beneficiary Withdrawal Notice by the Supplier, the Supplier shall cease to apply for the benefit of the Authority, the Contract Price or any special discounts in relation to such supply which applied solely by reason of the operation of the UHCW Framework and its associated services and/or framework agreements or any contract made between the Authority made pursuant thereto and further the Authority shall no longer be permitted to place Orders or benefit from the Contract Price, save with the prior written consent of HealthTrust Europe.
  - (b) The Authority acknowledges and agrees that the Supplier is subject to an activity based income (ABI) management charge in relation to any Orders placed by the Authority under the Framework Agreement.
  - (c) The Authority and the Supplier agree that (in addition to the Authority's right to enforce the Contract) HealthTrust Europe may enforce any term of the Contract as principal in respect of ABI and Management Information and as agent on behalf of the Authority in respect of all other terms.
- 4. The Commencement Date of the Contract shall be **11/08/2021**.
  - 5. The Term of this Contract shall be **2** years from the Commencement Date and may be extended by **2** periods of **12** months each in accordance with Clause 15.2 of Schedule 2 of the Call-Off Terms and Conditions provided that the duration of this Contract shall be no longer than **4** years in total.
  - 6. **Not Used**
  - 7. **Not Used**
  - 8. **Not Used**
  - 9. The payment profile for this Contract is outlined in Appendix 2.

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10. The Authority may terminate this Contract forthwith by notice in writing to the Supplier at any time on three (3) months' written notice.

11. Not Used

12. New Technologies

During the Term, if any new product or new technology related to the Goods (each a "**New Technology Product**") becomes available from the Supplier or any other supplier, and will replace existing Goods pursuant to the Call off Contract for whatever reason, the Supplier shall not be permitted to increase the Contract Price in respect of such product(s). However, in the event that the Participating Authorities are given the option to replace existing Goods supplied pursuant to the call-off Contract with a New Technology Product (i.e. such replacement is not obligatory), the Supplier has the right to increase the Contract Price to reflect that the Participating Authorities have opted to purchase the New Technology Product(s) provided always that such replacement produce and increased price is in accordance with Law. In the case of the latter situation, the Supplier shall provide the Authority and the Participating Authorities with full details of the New Technology Product and the additional costs (if any) associated with such products (applying discounts comparable to those applicable to the existing Goods under the Framework Agreement) in order for the Participating Authorities to make an informed decision as to whether to replace the existing Goods with the New Technology Product(s).

12.1 The Supplier shall notify the Authority and the Participating Authorities in writing of such at least thirty (30) days prior to the New Technology Products being made available for purchase through commercial/public release.

12.2 During the Term, if the Authority is notified of a New Technology Product pursuant to Clause 16.2 the Authority may request and the Supplier shall agree to supply the New Technology Product solely to the Participating Authority for a period of [insert number] months, prior to such New Technology Product being made available for purchase through commercial/public release.

13 Not Used

14 Help Desk

The supplier's service desk shall be available Monday to Friday between 8:30am and 5:30pm. The supplier will also provide a portal and email service through which issues can be reported 24 hours a day. P1 & P2 incidents will be eligible for 24 hours support, 7 days a week, 365 days a year.

15 Use of Subcontractors

The Authority grants permission for the Supplier to Sub-contract any of its obligations under this Framework Agreement. This shall not impose any duty on

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the Authority to enquire as to the competency of any authorised Sub-contractor. The Supplier shall ensure that any authorised Sub-contractor has the appropriate capability and capacity to perform the relevant obligations and that the obligations carried out by such Sub-contractor are fully in accordance with the Framework Agreement.

(A) Not Used

(B) Not Used

(C) Any changes to this Contract, including to the Services and Goods, may only be agreed in accordance with the Change Control Process set out in Appendix 3 overleaf.

(D) Not Used

(E) Should the Authority terminate this Contract in accordance with this Clause, then the Authority shall pay to the Supplier the termination sum calculated in accordance with Appendix 7.

(F) Not Used

(G) The Supplier confirms and agrees that all Intellectual Property Rights in and to the deliverables, material and any other output developed by the Supplier as part of the Services in accordance with the Specification and Tender Response Document, shall be owned by the Authority. The Supplier hereby assigns with full title guarantee by way of present and future assignment all Intellectual Property Rights in and to such deliverables, material and other outputs. The Supplier shall ensure that all Staff assign any Intellectual Property Rights they may have in and to such deliverables, material and other outputs to the Supplier to give effect to this Clause and that such Staff absolutely and irrevocably waive their moral rights in relation to such deliverables, material and other outputs. This Clause shall continue notwithstanding the expiry or earlier termination of this Contract.

(H) The end user license agreement (EULA) applicable to the relevant Software Product, as stipulated by the Manufacturer of that Product appended at Appendix 9

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(I) The Service Level Agreement applicable to the Contract are detailed in Appendix 10.

(J) Not Used

1. The Contract Managers at the commencement of this Contract are:

(a) for the Authority:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

(b) for the Supplier:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

2. Notices served under this Contract are to be delivered to:

(a) for the Authority:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

(b) for the Supplier:




[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

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3. In this Contract, unless the context otherwise requires, all capitalised words and expressions shall have the meanings ascribed to them by the Framework Agreement and/or Call-Off Terms and Conditions.
4. The following Appendices are incorporated within this Contract:

<b>Appendix 1</b>	Authority Specification
<b>Appendix 2</b>	Contract Price
<b>Appendix 3</b>	Change Control Process
<b>Appendix 4</b>	Not Used
<b>Appendix 5</b>	Not Used
<b>Appendix 6</b>	Not Used
<b>Appendix 7</b>	Termination Sum
<b>Appendix 8</b>	Staff Transfer
<b>Appendix 9</b>	Software and End User License Agreement (EULA)
<b>Appendix 10</b>	Service Level Agreement
<b>Appendix 11</b>	Subcontractors
<b>Appendix 12</b>	Supplier's Sustainability Policy

**Signed by the authorised representative of THE AUTHORITY**

Name:		Signature:	
Position:			

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Signed by the authorised representative of THE SUPPLIER

Name:	<div></div> <div>.....</div>	Signature	<div></div>
Position:	<div></div>		

## Appendix 1

### Authority Specification

The Supplier shall provide a cloud-based proxy solution, which acts as a gateway and provides an enhanced level of security for Defra systems interfacing with Office 365, Service Now, Managed Print Service and other cloud hosted SaaS offerings.

The solution shall utilise Azure, Squid and Palo Alto Networks technologies. Production infrastructure shall utilise Azure: hardware hosted within the Boxxe datacentre shall be for the purpose of management and logging only. No production traffic for the service shall traverse the Boxxe network.

The previous enhancements to DMZ Cloud Proxy improved the resilience and ability to adapt to increases in bandwidth demand for the CMS Service, and also delivered enhanced monitoring, increased resilience and hygiene to the existing service.

Capacity shall be based on the number of devices connecting into the infrastructure and the utilisation of the hardware components will be monitored by Panorama.

In addition to the services detailed above, the supplier shall prepare and deliver to the buyer, an annual slavery and human trafficking report by completing the MSAT tool setting out the steps it has taken to ensure that slavery and human trafficking is not taking place in any of its supply chains or in any part of its business.

The Supplier and its Subcontractors shall ensure that the provision of the Services does not detract from and, where possible contributes to the Buyer's efforts to achieve and comply with Defra group sustainable information technology (IT) strategy - GOV.UK ([www.gov.uk](http://www.gov.uk)) and the Buyer's Environment Policy (sustainable ICT Policy) ,Appendix 12, which the supplier shall report on.



## Appendix 2

## Contract Price

Quantity	Description	Unit Price	Total Price	Payment Profile
1	DMZ Cloud Proxy Service 2 Year Renewal.  11 <sup>th</sup> August 2021 – 10 <sup>th</sup> August 2023			Upfront Annually
519	(6 Palo Alto VMs DMZ Cloud Proxy) – Prisma NGFW Credit to deploy VM-Series and Subscription Services in Public Cloud environments and CN-Series anywhere (including on-premise) (24 months)  11 <sup>th</sup> August 2021 – 10 <sup>th</sup> August 2023			Upfront in total
519	(6 Palo Alto VMs Apps Transit) – Prisma NGFW Credit to deploy VM-Series and Subscription Services in Public Cloud environments and CN-Series anywhere (including on-premise). (18 months)  11 <sup>th</sup> August 2021 – January 2023			Upfront in total
519	(4 Palo Alto VMs DMZ Cloud Proxy) – Prisma			Upfront in total

	<p>NGFW Credit to deploy VM-Series and Subscription Services in Public Cloud environments and CN-Series anywhere (including on-premise).</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>		<p>[REDACTED]</p>	
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	(12 months) 11 <sup>th</sup> August 2022 – 10 <sup>th</sup> August 2023			
<b>Subtotal</b>			<b>£623,626.27</b>	
<b>Indicative Total Contract Value (+5% growth allowance)</b>			<b>£654,807.58</b>	

The approximate annual charges are set out below:

<b>Description</b>	<b>Year 1 (August 2021 – August 2022)</b>	<b>Year 2 (August 2022 – August 2023)</b>
<b>6 x Palo Alto (24 months)</b>	██████████	-
<b>6 x Palo Alto (18 months)</b>	██████████	-
<b>4 x Palo Alto (12 months)</b>	-	██████████
<b>DMZ Cloud Proxy Service Renewal (24 months)</b>	██████████	██████████

Appendix 3

## Change Control Process

The Buyer can request in writing a change to this call-off contract if it is not a material change to the Framework Agreement or this Call-Off Contract. The request is known as a Change Control Note (CCN).

The Supplier must notify the buyer immediately in writing of any proposed changes to their services or their delivery by submitting a CCN. This includes any changes in the Supplier's supply chain.

If either party can't agree to or provide the Variation, the Buyer may agree to continue performing its obligations under this Call-Off Contract without the variation or end this Call-Off Contract by giving 30 days' notice to the Supplier.

All Change Controls associated with this contract must use the below template:



Department  
for Environment  
Food & Rural Affairs

**[CONTRACT / FRAMEWORK AGREEMENT] CHANGE NOTE**

<b>Contract Change Note Number</b>	
<b>Contract Reference Number and Title</b>	
<b>Variation Title</b>	
<b>Number of Pages</b>	

Whereas the [Contractor] and the Authority entered into a [Contract/Framework Agreement] for the provision of [contract title] dated [dd/mm/yyyy] (the "Original Contract/Framework Agreement") and now wish to amend the Original [Contract/Framework Agreement].

It is agreed as follows:

1. With effect from [dd/mm/yyyy] the Original [Contract/Framework Agreement] shall be amended as set out in this Contract/Framework Change Note:

<b>Change Requestor / Originator</b>	
<b>Summary of Change</b>	
<b>Reason for Change</b>	
<b>Revised Contract Price</b>	Original Contract Value £
	Previous Contract Changes £
	Contract Change Note [x] £
	New Contract Value £
<b>Revised Payment Schedule</b>	
<b>Revised Specification (see Annex A)</b>	
<b>Revised Contract Period</b>	

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<b>Change in Contract Manager(s)</b>	
<b>Other Changes</b>	

2. Save as herein amended all other terms and conditions of the Original  
[Contract/Framework Agreement] shall remain in full force and effect.

Signed for and on behalf of [Contractor] by:

<b>Name</b>	
<b>Title</b>	
<b>Signature</b>	
<b>Dated</b>	

Signed for and on behalf of the Authority by:

<b>Name</b>	
<b>Title</b>	
<b>Signature</b>	
<b>Dated</b>	

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## Appendix 4

Implementation Plan

***Not Used***

## Appendix 5

Lease and/or Licence to access Premises and Locations

***Not Used***

## Appendix 6

Step In Rights

***Not Used***

## Appendix 7

*Termination Sum*

In the case on the Authority terminating the agreement, no termination sum will be applicable as the service is to be paid upfront in full or on an annual basis.

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## Appendix 8

### Staff Transfer

Schedule 7 of the NHS Terms and Conditions for the Provision of Services (Contract Version) (December 2016) is incorporated into this Order Form. Where any term used is not defined within the Call-off Terms and Conditions, such term shall have the meaning given within such Schedule 7.

The following parts of Schedule 7 shall not be used for the purposes of this Order Form:

- Part A- No staff transfer to the Supplier under TUPE

## Appendix 9

### Software and EULA

All Palo Alto licenses used in connection with the service being delivered with this call-off contract shall be owner by the buyer.

Palo Alto EULA:

#### **END USER AGREEMENT**

THIS AGREEMENT GOVERNS THE USE OF PALO ALTO NETWORKS PRODUCTS INCLUDING SOFTWARE-AS-A-SERVICE, CLOUD-DELIVERED SECURITY SERVICES, HARDWARE AND SOFTWARE. PRODUCT BRANDS INCLUDE, BUT ARE NOT LIMITED TO, CORTEX, PRISMA, AND STRATA.

THIS IS A LEGAL AGREEMENT BETWEEN YOU (REFERRED TO HEREIN AS "CUSTOMER", "END USER", "YOU" or "YOUR") AND (A) PALO ALTO NETWORKS, INC. AND ITS AFFILIATES, 3000 TANNERY WAY, SANTA CLARA, CALIFORNIA 95054, UNITED STATES, IF YOU ARE LOCATED IN NORTH OR LATIN AMERICA; OR (B) PALO ALTO NETWORKS (NETHERLANDS) B.V. AND ITS AFFILIATES, OVAL TOWER, DE ENTRÉE 99-197, 5TH FLOOR, 1101 HE AMSTERDAM, IF YOU ARE LOCATED OUTSIDE NORTH OR LATIN AMERICA ("PALO ALTO NETWORKS").

BY DOWNLOADING, INSTALLING, REGISTERING, ACCESSING, EVALUATING OR OTHERWISE USING PALO ALTO NETWORKS PRODUCTS, YOU ACKNOWLEDGE AND AGREE THAT YOU ARE BOUND TO THIS AGREEMENT. IF YOU DO NOT ACCEPT ALL ITS TERMS, IMMEDIATELY CEASE USING OR ACCESSING THE PRODUCT. THIS AGREEMENT GOVERNS YOUR USE OF PALO ALTO NETWORKS PRODUCTS HOWEVER THEY WERE ACQUIRED INCLUDING WITHOUT LIMITATION THROUGH AN AUTHORIZED DISTRIBUTOR, RESELLER, ONLINE APP STORE, OR MARKETPLACE. MAINTENANCE AND SUPPORT SERVICES ARE GOVERNED BY THE END USER SUPPORT AGREEMENT FOUND AT [www.paloaltonetworks.com/legal/eusa](http://www.paloaltonetworks.com/legal/eusa) WHICH IS HEREBY INCORPORATED BY REFERENCE INTO THIS AGREEMENT.

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If you use a Product for proof of concept, beta testing, trial, evaluation or other similar purpose ("Evaluations"), you may do so for 30 days only unless Palo Alto Networks issues an extension. Palo Alto Networks reserves the right to terminate Evaluations at any time. Upon expiration or termination of the Evaluation, you shall cease using the Product(s) provided for Evaluation and must return any Evaluation Hardware to Palo Alto Networks in the same condition as when first received, except for reasonable wear and tear. For Evaluations, only sections 1, 2, 3, 8, 10, 11 and 12 of this Agreement shall apply because Evaluations are provided "AS IS". PALO ALTO NETWORKS DISCLAIMS ALL WARRANTIES AND CONDITIONS, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY AGAINST INFRINGEMENT OF THIRD-PARTY RIGHTS, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

## 1. DEFINITIONS

"Affiliate" means any entity that Controls, is Controlled by, or is under common Control with Customer or Palo Alto Networks, as applicable, where "Control" means having the power, directly or indirectly, to direct or cause the direction of the management and policies of the entity, whether through ownership of voting securities, by contract or otherwise.

"End User Data" means data that may be accessed or collected by Products during the relationship governed by this Agreement, in the form of logs, session data, telemetry, user data, usage data, threat intelligence data, and copies of potentially malicious files detected by the Product. End User Data may include confidential data and personal data, such as source and destination IP addresses, active directory information, file applications, URLs, file names, and file content.

"Enterprise Program" means a volume licensing arrangement, valid for a specified term, during which End User may access certain Software, Subscriptions, and/or related technical support.

"Hardware" means hardware-based products listed on Palo Alto Networks' then-current price list or supplied by Palo Alto Networks regardless of whether a fee is charged for such hardware.

"Product" means, collectively, Hardware, Software, Subscription, or any combination thereof, regardless of whether or not the Product was procured under an Enterprise Program.

"Published Specifications" mean the user manual and other corresponding material published by Palo Alto Networks and customarily made available to End Users of the applicable Product.

"Software" means any software embedded in Hardware and any standalone software that is provided without Hardware, including updates, regardless of whether a fee is charged for the use of such software.

"Subscription" means Software-as-a-Service and cloud-delivered security services, including updates, provided by Palo Alto Networks including, but not limited to, Cortex, Prisma, Threat Prevention, URL Filtering, WildFire, regardless of whether a fee is charged for its use. Technical support, customer success plans, and professional services are not considered Subscriptions under this Agreement.



## 2. USE AND RESTRICTIONS

### a. Software Use Grant

This section 2a applies to Software only. Subject to your compliance with this Agreement, Palo Alto Networks grants you a limited, non-exclusive right to use the Software:

- i. in accordance with Published Specifications for the Product;
- ii. solely within the scope of the license purchased (e.g, number of users);
- iii. solely for your internal use, unless agreed otherwise in a separate written contract with Palo Alto Networks; and
- iv. through your third-party contractor providing IT services solely for your benefit, subject to their compliance with this Agreement.

All other rights in the Software are expressly reserved by Palo Alto Networks.

### b. Access to Subscriptions

This section 2b applies to Subscriptions only. During the term of the Subscriptions purchased, Palo Alto Networks will use commercially reasonable efforts to make them available 24 hours a day, 7 days a week except for published downtime or any unavailability caused by circumstances beyond our control including, but not limited to, a force majeure event described in section 12g below. Palo Alto Networks grants you a non-exclusive right to access and use the Subscriptions:

- i. in accordance with Published Specifications for the Product;
- ii. solely within the usage capacity purchased (e.g., number of workloads);
- iii. solely for your internal use, unless agreed otherwise in a separate written contract with Palo Alto Networks; and
- iv. through your third-party contractor providing IT services solely for your benefit, subject to their compliance with this Agreement.

All other rights to the Subscriptions are expressly reserved by Palo Alto Networks.

### c. Use Restrictions

You shall not:

- i. Use any Product that is procured under a Lab or NFR (not for resale) SKU in a production environment.
- ii. Use the Products beyond the scope of the license and/or capacity purchased;
- iii. Modify, translate, adapt or create derivative works from the Products, in whole or in part;

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- iv. disassemble, decompile, reverse engineer or otherwise attempt to derive the source code, methodology, analysis, or results of the Products, in whole or in part, unless expressly permitted by applicable law in the jurisdiction of use despite this prohibition;
- v. Remove, modify, or conceal any product identification, copyright, proprietary or intellectual property notices or other such marks on or within the Product;
- vi. Disclose, publish or otherwise make publicly available any benchmark, performance or comparison tests that you (or a third-party contracted by you) run on the Products, in whole or in part;
- vii. Transfer, sublicense, or assign your rights under this Agreement to any other person or entity except as expressly provided in section 2d below, unless expressly authorized by Palo Alto Networks in writing;
- viii. Sell, resell, transfer the Products except in accordance with Palo Alto Networks license transfer procedure (<https://www.paloaltonetworks.com/support/support-policies/secondary-market-policy.html>);
- ix. Use Software that is licensed for a specific device, whether physical or virtual, on another device, unless expressly authorized by Palo Alto Networks in writing;
- x. Duplicate the Software, its methodology, analysis, or results unless specifically permitted in accordance with Published Specifications for such Software or for the specific purpose of making a reasonable number of archival or backup copies, and provided in both cases that you reproduce in the copies the copyright and other proprietary notices or markings that appear on the original copy of the Software as delivered to you;
- xi. Use the Subscriptions to store or transmit infringing, libelous, or otherwise unlawful or tortious material, or to store or transmit material in violation of third-party privacy or intellectual property rights;
- xii. Use the Subscriptions in any manner not authorized by the Published Specifications for the Product;
- xiii. Interfere with, disrupt the integrity or performance of, or attempt to gain unauthorized access to the Subscriptions, their related systems or networks, or any third-party data contained therein; or
- xiv. Provide access to or otherwise make the Products or the functionality of the Products available to any third party through any means, including without limitation, by uploading the Software to a network or file-sharing service or through any hosting, managed services provider, service bureau or other type of service unless specifically permitted by the Published Specifications or agreed otherwise in a separate managed services agreement with Palo Alto Networks.

### d. Affiliates

If you purchase Product for use by your Affiliate, you shall:

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- i. provide the Affiliate with a copy of this Agreement;
- ii. ensure that the Affiliate complies with this Agreement;
- iii. be responsible and liable for any breach of this Agreement by such Affiliate; and
- iv. where applicable, be responsible and liable for any local law that imposes any tariffs, fees, penalties, or fines arising from your Affiliates' use of the Product in such jurisdictions.

## e. Authentication Credentials

You shall keep accounts and authentication credentials providing access to Products secure and confidential. You must notify Palo Alto Networks without undue delay about any misuse of your accounts or authentication credentials you become aware of.

## 3. OWNERSHIP

Palo Alto Networks and its suppliers retain all rights to intellectual and intangible property relating to the Product, including but not limited to copyrights, patents, trade secret rights, and trademarks and any other intellectual property rights therein unless otherwise indicated. You shall not delete or alter the copyright, trademark, or other proprietary rights notices or markings that appear on the Product. To the extent you provide any suggestions or comments related to the Products, Palo Alto Networks shall have the right to retain and use any such suggestions or comments in current or future products or subscriptions, without your approval or compensation to you.

## 4. PAYMENT AND TAXES (Section 4 does not apply to you if you purchased Product from an authorized distributor or reseller)

### a. Fees

Applicable fees will be set forth on the website at the time of purchase or in the applicable invoice. Note, however, that fees which are payable in advance for volume or capacity usage (e.g., number of accounts, credits, endpoints, devices, points, seats, terabytes of data, tokens, users, workloads, etc.) must be reconciled with actual usage at the end of each month or applicable service period. Palo Alto Networks reserves the right to perform true-up reconciliation and charge for any usage above the volume or capacity purchased. Unless you have chosen monthly billing, fees will be due net thirty (30) days from invoice date. All sums due and payable that remain unpaid after any applicable cure period herein will accrue interest at the highest rate permissible by applicable law. Palo Alto Networks reserves the right to assign its right to receive payments hereunder to a third party with notice but without your consent. For purposes of such assignment, such third party shall be considered a third-party beneficiary of the payment obligation under this Agreement. All fees are non-refundable unless otherwise specified.

### b. Taxes

Prices quoted are exclusive of all sales, use, value-added, good and services, withholding and other taxes or duties. You will pay or self-assess all taxes and duties assessed in connection with this Agreement and its performance, except for taxes payable on Palo Alto Networks' net income. To the extent that any amounts payable by you are subject to

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withholding taxes, the amount payable shall be grossed up such that the amount paid to Palo Alto Networks net of withholding taxes equals the amount invoiced by Palo Alto Networks. If you pay any withholding taxes based on payments made by you to Palo Alto Networks hereunder, you will furnish Palo Alto Networks with written documentation of all such tax payments, including receipts and other customary documentation, to demonstrate to the relevant tax authorities that you have paid such taxes. If applicable, you shall also provide Palo Alto Networks with appropriate VAT/GST registration numbers and other documentation satisfactory to the applicable taxing authorities to substantiate any claim of exemption from any tax or duties. You agree to indemnify Palo Alto Networks from liabilities, damage, costs, fees and expenses, arising out of or resulting from any third-party claims based on or otherwise attributable to your breach of this section 4b. If you are located in Australia, the terms in this section 4 shall be binding between you and Palo Alto Networks (Australia) Pty Ltd.

## 5. THIRD-PARTY PRODUCTS AND SERVICES

Through its Product(s), Palo Alto Networks may make available to you third-party products or services ("third-party apps") which contain features designed to interoperate with our Products. To use such features, you must either obtain access to such third-party apps from their respective providers or permit Palo Alto Networks to obtain access on your behalf. All third-party apps are optional and if you choose to utilize such third-party apps:

- i. all governing terms and conditions, including licensing and data processing terms, shall be entered into between you and the applicable app provider;
- ii. you may be required to grant Palo Alto Networks access to your account on such third-party apps; and
- iii. you instruct Palo Alto Networks to allow the app provider to access your data as required for the interoperation with our Products.

In the event the operation of the third-party app requires the processing of personal data to which the General Data Protection Regulation ("GDPR") applies in a country that does not provide adequate data protection safeguards, then you and the app provider will put in place an adequate data transfer mechanism as set out in Arts. 46 or 47 of the GDPR, including executing appropriate Standard Contractual Clauses, as needed. Palo Alto Networks shall not be responsible for any disclosure, modification, or deletion of your data resulting from access by such app providers. App providers do not operate as sub-processors to Palo Alto Networks, as that term is defined in the GDPR. Palo Alto Networks is not liable for and does not warrant or support any such third-party apps, whether or not they are designated as "Palo Alto Networks-certified" or otherwise. Similarly, Palo Alto Networks cannot guarantee the continued availability of such third-party apps if for example the provider of the third-party app ceases to provision its product or service at a level that is acceptable to Palo Alto Networks.

## 6. TERM; TERMINATION; AND EFFECT OF TERMINATION

This Agreement is effective until terminated or, as applicable, in accordance with the term of your Subscription. You may terminate this Agreement at any time by notifying Palo Alto

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Networks. Palo Alto Networks may terminate this Agreement at any time in the event you breach any material term and fail to cure such breach within thirty (30) days following notice. Upon termination, you shall immediately cease using the Product.

## 7. WARRANTY, EXCLUSIONS AND DISCLAIMERS

### a. Warranty

Palo Alto Networks warrants that:

- i. Hardware shall be free from defects in material and workmanship for one (1) year from the date of shipment;
- ii. Software shall substantially conform to Palo Alto Networks' Published Specifications for three (3) months from fulfillment; and
- iii. Subscriptions shall perform materially to Published Specifications for the entire duration of the selected term.

As your sole and exclusive remedy and Palo Alto Networks' and its suppliers' sole and exclusive liability for breach of warranty, Palo Alto Networks shall, at its option and expense, repair or replace the Hardware or correct the Software or the Subscriptions, as applicable. All warranty claims must be made on or before the expiration of the warranty period specified herein, if any. Replacement Products may consist of new or remanufactured parts that are equivalent to new. All Products that are returned to Palo Alto Networks and replaced become the property of Palo Alto Networks. Palo Alto Networks shall not be responsible for your or any third party's software, firmware, information, or memory data contained in, stored on, or integrated with any Product returned to Palo Alto Networks for repair or upon termination, whether under warranty or not. You will pay the shipping costs for return of Products to Palo Alto Networks. Palo Alto Networks will pay the shipping costs for repaired or replaced Products back to you.

### b. Exclusions

The warranty set forth above shall not apply if the failure of the Product results from or is otherwise attributable to:

- i. repair, maintenance or modification of the Product by persons other than Palo Alto Networks or its designee;
- ii. accident, negligence, abuse or misuse of a Product;
- iii. use of the Product other than in accordance with Published Specifications;
- iv. improper installation or site preparation or your failure to comply with environmental and storage requirements set forth in the Published Specifications including, without limitation, temperature or humidity ranges; or
- v. causes external to the Product such as, but not limited to, failure of electrical systems, fire or water damage.

## c. Disclaimers

EXCEPT FOR THE WARRANTIES EXPRESSLY STATED AND TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, THE PRODUCTS ARE PROVIDED "AS IS". PALO ALTO NETWORKS AND ITS SUPPLIERS MAKE NO OTHER WARRANTIES AND EXPRESSLY DISCLAIM ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND ANY WARRANTIES ARISING OUT OF COURSE OF DEALING OR USAGE OF TRADE. PALO ALTO NETWORKS DOES NOT WARRANT THAT (I) THE PRODUCTS WILL MEET YOUR REQUIREMENTS, (II) THE USE OF PRODUCTS WILL BE UNINTERRUPTED OR ERROR-FREE, OR (III) THE PRODUCTS WILL PROTECT AGAINST ALL POSSIBLE THREATS WHETHER KNOWN OR UNKNOWN.

## 8. LIMITATION OF LIABILITY

### a. Disclaimer of Indirect Damages

To the fullest extent permitted by applicable law, in no event shall either party or Palo Alto Networks' suppliers be liable for any special, indirect, incidental, punitive, exemplary or consequential damages of any kind (including but not limited to loss of business, data, profits, or use or for the cost of procuring substitute products, services or other goods), arising out of or relating to the Products to which this Agreement relates, regardless of the theory of liability and whether or not each party was advised of the possibility of such damage or loss.

### b. Direct Damages

To the fullest extent permitted by applicable law, in no event shall the total liability of either party or Palo Alto Networks' suppliers, from all claims or causes of action and under all theories of liability arising out of or relating to the Products to which this Agreement relates, exceed the greater of one million United States dollars or the total amount you paid for the entire term of the Subscription or Enterprise Program on which the claim is based. The foregoing limitation in this section 8b shall not apply to liability arising from:

- i. death or bodily injury;
- ii. sections 2 (Use and Restrictions) and 9 (Indemnification); and
- iii. Customer's payment obligations for the Product and related services, if any.

## 9. INDEMNIFICATION

### a. Indemnification and Procedure

Palo Alto Networks will defend, at its expense, any third-party action or suit against you alleging that a Product infringes or misappropriates such third party's patent, copyright, trademark, or trade secret (a "Claim"), and Palo Alto Networks will pay damages awarded in final judgment against you or agreed to in settlement by Palo Alto Networks to the extent attributable to any such Claim; provided that you (i) promptly notify Palo Alto Networks in writing of the Claim; (ii) give Palo Alto Networks sole control of the defense and settlement

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of the Claim; and (iii) reasonably cooperate with Palo Alto Networks' requests for assistance with the defense and settlement of the Claim. Palo Alto Networks will not be bound by any settlement or compromise that you enter into without Palo Alto Networks' prior written consent.

### b. Remedy

If a Product becomes, or in Palo Alto Networks' opinion is likely to become, the subject of a Claim, then Palo Alto Networks may, at its sole option and expense:

- i. procure the right for you to continue using the Product;
- ii. replace or modify the Product to avoid the Claim; or
- iii. if options (i) and (ii) cannot be accomplished despite Palo Alto Networks' reasonable efforts, then Palo Alto Networks may accept return of the Product and grant you credit for the price of the Product as depreciated on a straight-line five (5) year basis, commencing on the date you received such Product or, for Subscriptions, grant you credit for the portion of the Subscription paid but not used.

### c. Exceptions

Palo Alto Networks' obligations under this section 9 shall not apply to the extent any Claim results from or is based on:

- i. modifications to a Product made by a party other than Palo Alto Networks or its designee;
- ii. the combination, operation, or use of a Product with hardware or software not supplied by Palo Alto Networks, if a Claim would not have occurred but for such combination, operation or use;
- iii. failure to use (1) the most recent version or release of a Product, or (2) an equally compatible and functionally equivalent, non-infringing version of a Product supplied by Palo Alto Networks to address such Claim;
- iv. Palo Alto Networks' compliance with your explicit or written designs, specifications or instructions; or
- v. use of a Product not in accordance with Published Specifications.

THE FOREGOING TERMS STATE PALO ALTO NETWORKS' SOLE AND EXCLUSIVE LIABILITY AND YOUR SOLE AND EXCLUSIVE REMEDY FOR ANY THIRD-PARTY CLAIMS OF INTELLECTUAL PROPERTY INFRINGEMENT OR MISAPPROPRIATION.

## 10. CONFIDENTIALITY

"Confidential Information" means the non-public information that is exchanged between the parties, provided that such information is identified as confidential at the time of initial disclosure by the disclosing party ("Discloser"), or disclosed under circumstances that would indicate to a reasonable person that the information ought to be treated as confidential by the party receiving such information ("Recipient"). Notwithstanding the

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foregoing, Confidential Information does not include information that Recipient can prove by credible evidence:

- i. Was in the public domain at the time it was communicated to Recipient;
- ii. Entered the public domain subsequent to the time it was communicated to Recipient through no fault of Recipient;
- iii. Was in Recipient's possession free of any obligation of confidentiality at the time it was communicated to Recipient;
- iv. Was disclosed to Recipient free of any obligation of confidentiality; or
- v. Was developed by Recipient without use of or reference to Discloser's Confidential Information.

Each party will not use the other party's Confidential Information, except as necessary for the performance of this Agreement, and will not disclose such Confidential Information to any third party, except to those of its employees and subcontractors who need to know such Confidential Information for the performance of this Agreement, provided that each such employee and subcontractor is subject to use and disclosure restrictions that are at least as protective as those set forth herein. Recipient shall maintain the confidentiality of Discloser's Confidential Information using the same effort that it ordinarily uses with respect to its own confidential information of similar nature and importance, but no less than reasonable care. The foregoing obligations will not restrict Recipient from disclosing Discloser's Confidential Information:

- a. Pursuant to an order issued by a court, administrative agency, or other governmental body, provided that the Recipient gives reasonable notice to Discloser to enable it to contest such order;
- b. On a confidential basis to its legal or professional financial advisors; or
- c. As required under applicable securities regulations.

The foregoing obligations of each Party shall continue for the period terminating three (3) years from the date on which the Confidential Information is last disclosed, or the date of termination of this Agreement, whichever is later.

### 11. END USER DATA AND DATA PROTECTION

Palo Alto Networks will process End User Data, including personal data, in accordance with the Data Processing Agreement, which shall be incorporated by reference herein.

### 12. GENERAL

#### a. Assignment

Neither party may assign or transfer this Agreement or any obligation herein without the prior written consent of the other party, except that, upon written notice, Palo Alto Networks may assign or transfer this Agreement or any obligation herein to its Affiliate, or an entity



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acquiring all or substantially all assets of Palo Alto Networks, whether by acquisition of assets or shares, or by merger or consolidation without your consent. Any attempt to assign or transfer this Agreement shall be null and of no effect. For purposes of this Agreement, a change of Control will be deemed to be an assignment. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the successors and assigns of the parties.

### b. Auditing End User Compliance

You shall retain records pertaining to Product usage. You grant to Palo Alto Networks and its independent advisors the right to examine such records no more than once in any twelve-month period solely to verify compliance with this Agreement. In the event such audit reveals non-compliance with this Agreement, you shall promptly pay the appropriate license fees, plus reasonable audit costs.

### c. Authorization Codes; Grace Periods

Where applicable, you will be able to download Software via the server network located closest to you. Your Product may require an authorization code to activate or access Subscriptions and support. The authorization codes will be issued at the time of order fulfillment. The Subscription or support term will commence in accordance with the grace period policy at <https://www.paloaltonetworks.com/support/support-policies/grace-period.html>

### d. Compliance with Laws; Export Control

You shall comply with all applicable laws in connection with your activities arising from this Agreement. You further agree that you will not engage in any illegal activity and you acknowledge that Palo Alto Networks reserves the right to notify you or appropriate law enforcement in the event of such illegal activity. Both parties shall comply with the U.S. Export Administration Regulations, and any other export laws, restrictions, and regulations to ensure that the Product and any technical data related thereto is not exported or re-exported directly or indirectly in violation of or used for any purposes prohibited by such laws and regulations.

### e. Cumulative Remedies

Except as expressly set forth in this Agreement, the exercise by either party of any of its remedies will be without prejudice to any other remedies under this Agreement or otherwise.

### f. Entire Agreement

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and supersedes all prior written or oral agreements, understanding and communications between them with respect to the subject matter hereof. Any terms or conditions contained in your purchase order or other ordering document that are inconsistent with or in addition to the terms and conditions of this Agreement are hereby rejected by Palo Alto Networks and shall be deemed null and of no effect.

### g. Force Majeure

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Palo Alto Networks shall not be responsible for any cessation, interruption, or delay in the performance of its obligations hereunder due to earthquake, flood, fire, storm, natural disaster, act of God, war, terrorism, armed conflict, labor strike, lockout, boycott, availability of network and telecommunications services or other similar events beyond its reasonable control.

## h. Governing Law

If you are located in North or Latin America, this Agreement shall be governed by and construed in accordance with the laws of the state of California, excluding its conflict of laws principles. Any legal action or proceeding arising under this Agreement will be brought exclusively in the state or federal courts located in Santa Clara county, California. If you are located outside North or Latin America, this Agreement shall be governed by and construed in accordance with the laws of the Netherlands, excluding its conflict of laws principles. Any legal action or proceeding arising under this Agreement will be brought exclusively before the District Court of Amsterdam, the Netherlands. The United Nations Convention on Contracts for the International Sale of Goods shall not apply.

## i. Headings

The headings, including section titles, are given solely as a convenience to facilitate reference. Such headings shall not be deemed in any way material or relevant to the construction or interpretation of this document or any of its provisions.

## j. Notices

All notices shall be in writing and delivered by overnight delivery service or by certified mail sent to the address published on the respective parties' websites or the address specified on the relevant order document (attention: Legal Department), and in each instance will be deemed given upon receipt.

## k. Open Source Software

The Products may contain or be provided with components subject to the terms and conditions of open source software licenses ("Open Source Software"). A list of Open Source Software can be found at <https://www.paloaltonetworks.com/documentation/oss-listings/oss-listings.html>. These Open Source Software license terms are consistent with the license granted in section 2 (Use and Restrictions) and may contain additional rights benefitting you. Palo Alto Networks represents and warrants that the Product, when used in conformance with this Agreement, does not include Open Source Software that restricts your ability to use the Product nor requires you to disclose, license, or make available at no charge any material proprietary source code that embodies any of your intellectual property rights.

## l. Reciprocal Waiver of Claims Related to United States SAFETY Act

Where a Qualified Anti-terrorism Technology (the "QATT") has been deployed in defense against, response to or recovery from an "act of terrorism" as that term is defined under the SAFETY Act, Palo Alto Networks and End User agree to waive all claims against each other, including their officers, directors, agents or other representatives, arising out of the manufacture, sale, use or operation of the QATT, and further agree that each is responsible

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for losses, including business interruption losses, that it sustains, or for losses sustained by its own employees resulting from an activity arising out of such act of terrorism.

### m. Survival

Sections regarding license restrictions, ownership, term and termination, U.S. Government End Users, limitations of liability, governing law, and this General section shall survive termination of this Agreement.

### n. U.S. Government End Users

This section applies to United States Government end users only and does not apply to any other end users. The Software and its documentation are “commercial computer software” and “commercial computer software documentation,” respectively; as such terms are used in FAR 12.212 and DFARS 227.7202. If the Software and its documentation are being acquired by or on behalf of the U.S. Government, then, as provided in FAR 12.212 and DFARS 227.7202-1 through 227.7202-4, as applicable, the U.S. Government’s rights in the Software and its documentation shall be as specified in this Agreement. If any term or condition set forth in this Agreement:

- i. allows for the automatic termination of the Government’s license rights or maintenance of services;
- ii. allows for the automatic renewal of services and/or fees;
- iii. allows for the Government to pay audit costs; and/or
- iv. requires the governing law to be anything other than Federal law, then such term and condition shall not apply to the U.S. Government, but shall continue to apply to prime contractors and subcontractors of the Government.

Furthermore, nothing contained in this Agreement is meant to diminish the rights of the U.S. Department of Justice as identified in 28 U.S.C. Section 516. Finally, to the extent any term and condition set forth in this Agreement is contrary to U.S. Federal procurement law, then such term and condition shall not apply to the U.S. Government, but shall continue to apply to prime contractors and subcontractors of the government.

### o. Waiver and Severability

The failure by either party to enforce any provision of this Agreement will not constitute a waiver of future enforcement of that or any other provision. Any waiver or amendment of any provision of this Agreement will be effective only if in writing and signed by authorized representatives of both parties. If any provision of this Agreement is held to be unenforceable or invalid, that provision will be enforced to the maximum extent possible and the other provisions will remain in full force and effect.

### p. WildFire: U.S. Government

Where End User is a U.S. Government contractor using or accessing WildFire: U.S. Government malware prevention service, End User certifies that now and so long as it uses or accesses WildFire: U.S. Government service:

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- i. Only U.S. citizens will be permitted to access WildFire: U.S. Government for administration and configuration;
- ii. End User holds an active contract or subcontract with the U.S. Federal Government and has a need to exchange e-mail, documents and other forms of communication with the U.S. Federal Government under a contract or subcontract;
- iii. End User shall cease using or accessing WildFire: U.S. Government when it no longer has an active contract or subcontract with the U.S. Federal Government; and
- iv. End User will abide by the confidentiality provisions contained within this Agreement.

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## Appendix 10

### **Service Level Agreement**

The SLAs relating to this Contract are as follows: -

Priority Level	Response Lifecycle	Expected Response Time	Target Resolution Time
P1	boxxe will agree a priority level with initiator after investigation and monitoring. Hourly updates throughout the lifecycle of the incident until resolution.	15 minutes	2 working hours
P2	boxxe will agree a priority level with initiator after investigation and monitoring. Update provided on resolution.	30 minutes	4 working hours
P3	Update provided prior to incident closure for agreed sign off with Defra.	60 minutes	2 working days
P4	Update provided prior to incident closure for agreed sign off with Defra.	120 minutes	5 working days

When an incident is identified as one which will require assistance from Palo Alto, the Supplier will log a call under the support agreement and continue to manage that incident with Palo Alto. The supplier will report on progress every 60 minutes or within the agreed timescales between the Supplier and DEFRA MIM at the time, until the issue is resolved and accepted by the Buyer. When an incident is passed to Palo Alto the Supplier's SLA is suspended and the Palo Alto SLA becomes active. When Palo Alto provide a resolution to the Supplier, the Palo Alto SLA will be suspended, and the Supplier's SLA becomes active again. This process will continue until the incident is resolved.

The Supplier shall provide helpdesk support to Defra during Standard Operating Hours 8:30-5:30 Monday to Friday excluding bank holidays, and P1 & P2 incident support 24x 7 x 365.

## 1 Monitoring Performance

1.1 Performance by the Supplier against each SLA shall be graded as follows:

<b>Green Event</b>	Meets the SLA
<b>Amber Event</b>	Some failure to meet the SLA which requires closer monitoring and plans for corrective action.
<b>Red Event</b>	Material failure to meet the SLA
<b>Black Event</b>	Significant failure to meet the SLA

1.2 The Supplier shall provide the Authority with a quarterly performance report detailing its performance in respect of each of the Service Levels.

1.3 The Contract Managers shall have regular meetings to monitor and review the performance of this agreement, the achievement of the SLAs and the provision of the Services. Such meetings shall be minuted by the Supplier's Contract Manager and copies of those minutes shall be circulated to and approved by both parties.

1.4 Prior to each meeting, the Contract Managers shall notify each other of any problems relating to the provision of the Services for discussion at the meeting. At the meeting, the parties shall agree a plan to address such problems. Progress in implementing the plan shall be included in the agenda for the next meeting.

1.5 The Authority and the Supplier shall review the SLAs every year throughout the Contract Period and make any changes in accordance with the Change Control Process to reflect changes in the requirements for the Services.

## 2 Service Level Failure

2.1 A Service Level Failure shall occur where, in any one-month period:

<b>Red Event</b>	Registered against two SLAs
<b>Black Event</b>	Registered against one SLA

Appendix 11

Subcontractors

Palo Alto Networks Inc, Company number: 06851390

100 New Bridge Street, London, United Kingdom, EC4V 6JA

Appendix 12

# Sustainable ICT Policy

## Digital Data and Technology Services

**Creating a great place for living, together we are building a green and healthy future**



## 1.1 Our Goal

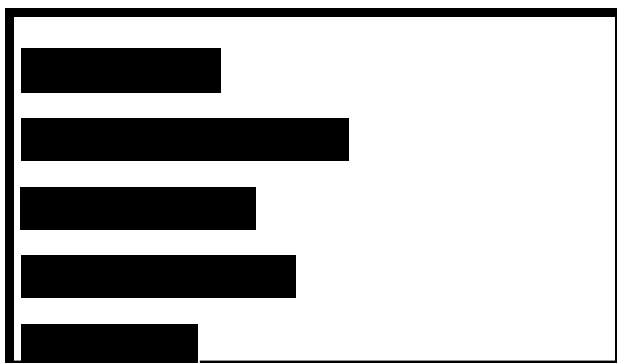
To enable Defra to understand its legal obligations and sustainable ICT policy and strategy in order to achieve sustainable outcomes in line with best practice.

This includes:

- The Waste Electrical and Electronic Equipment (**WEEE**) **Regulations** (2013)
- The Waste (England and Wales) Regulations 2011
- The Ecodesign for Energy-Related Products Regulations 2010
- The Producer Responsibility Obligations (Packaging Waste) (Amendment) Regulations 2010
- The Hazardous Waste (England and Wales) (Amendment) Regulations 2009
- The Climate Change Act
- Adhering to the Social Value Act;
- Adhering to the Modern Slavery Act;
- Reducing the environmental impact of our contracts;
- Adherence to the law generally, all relevant Government Guidance and Procurement Policy Notes.
- Sustainable Development Goals

### We report to on the above

Digital Data and Technology Services believes in conducting business in a manner which achieves sustainable development whilst demonstrating a high degree of environmental, economic and social responsibility. We believe that this approach delivers better public services through IT.



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<b>Owner</b>	Chief Digital Information Officer
<b>Document Author</b>	DDTS Head of Sustainable IT [REDACTED]
<b>Document Approval</b>	Defra IT Sustainability Steering Group (DDTS)
<b>Version / Date</b>	SUST V0.1 – 16/12/2019
<b>Next Review Date</b>	TBC

## **The Waste (England and Wales) Regulations 2011 (as amended)**

The waste (England and Wales) Regulation 2011 require businesses and organisations to confirm that they have applied the waste management hierarchy when transferring waste and include a declaration to this effect on their waste transfer note or consignment note.

## **The Waste Electrical and Electronic Equipment Regulation 2013 (as amended)**

The Electrical and electronic equipment (EEE) is regulated to reduce the amount of waste electrical and electronic (WEEE) incinerated or sent to landfill sites. Reduction is achieved through various measures which encourage the recovery, reuse and recycling of products and components.

## **The Ecodesign for Energy Related Products Regulation 2010 (as amended)**

All products in scope must have a declaration of conformity, have a supporting technical file to show compliance and display the CE marking label.

## **Producer Responsibility Obligations 2010**

Businesses or organisations that produce or use packaging or sells packaged good are classed as an obligated packaging producer. Obligated packaging producers must reduce the amount of packaging produced in the first place, reduce how much packaging waste goes to landfill and increase the amount of packaging waste that's recycled and recovered.

### **The Hazardous Waste (England and Wales) Amended Regulations 2009**

Sets out the regime for control and tracking of hazardous waste in England and Wales. A process of registration of hazardous waste and a system of recording the movement was introduced.

### **The Climate Change Act**

Commits the **UK** government by law to reducing greenhouse gas emissions by at least 100% of 1990 levels (net zero) by 2050

### **The Social Value Act**

The Public Services (Social Value) Act 2012 came into force on 31st January 2013. It requires the Defra “to have regard to economic, social and environmental wellbeing in connection with public services contracts; and for connected purposes”.

[Public Services Social Value Act 2012 PPN](#). This means that we must consider where added benefit, in relation to social value aspects, can be delivered to the department, where relevant and proportionate, above those already delivered as part of the requirements of the specification.

### **The Modern Slavery Act**

The Modern Slavery Act 2015 (“The Act”) categorises offences of Slavery, Servitude and Forced or Compulsory Labour and Human Trafficking. These are all included in the term ‘modern slavery’. The Act requires businesses with a total turnover of £36m or above who carry out all or some of their business in the UK to publish an annual slavery and human trafficking statement. Businesses should set out what action they have taken to tackle modern slavery in their business or

supply chains. This will allow consumers, investors and campaigners to hold them to account and call for them to do more.

### Defra group Sustainable Information Technology (IT) Strategy

Sets out how Defra ICT will contribute to the Government's green commitments and deliver carbon savings as well as efficient, green practices by 2025.

### **The Sustainable Development Goals**

The *Sustainable Development Goals* (SDGs), also known as the *Global Goals*, were adopted by all United Nations Member States in 2015 as a universal call to action. 17 global goals are designed to be a "blueprint to achieve a better and more sustainable future for all". All organisations must report on progress made to support the SDG's

### ***Our Sustainable IT Strategic Pillars and Principles***

- ❖ Reduce and mitigate carbon emissions (Net Zero)
- ❖ Efficient resource use and reduced waste
- ❖ Demonstrate transparency and mitigate risk
- ❖ Make sustainability business as usual
- ❖ Provide net gains for the environment

### ***Our Sustainable ICT Approach***

- ❖ We are committed to **full legal compliance** in all that we do
- ❖ We will adopt a **reuse strategy** of IT hardware
- ❖ We will further develop our standing as the **lead department** in sustainable IT
- ❖ We will continuously **benchmark and evaluate** what we do to improve our performance
- ❖ We actively **assess and manage** the **environmental, economic and social impacts** of our **operations and activities**
- ❖ We will aim to provide a **safe, fulfilling and rewarding career** for all our employees
- ❖ We will include **sustainability considerations** in **our IT contracts**

### ***Our Commitments***

- ❖ **Maximise emission savings** of our IT and activities. Reports in kilowatts
- ❖ **Minimise consumption of resources** and waste arising (e.g. packaging and plastic)
- ❖ **Comply** with all **relevant legislation**
- ❖ Maintaining the **ISO 14001** standard on the **IT front**
- ❖ **Train staff on our sustainability objectives**
- ❖ **Communicate and report progress**, both **internally** and **externally**
- ❖ **Operate in a socially, environmental and ethically responsible manner**
- ❖ Use all suitable opportunities to **influence our partners, suppliers and sub-contractors to improve their own environmental performance.**
- ❖ **Avoid physically travelling to meetings** etc. where alternatives are available and practical, such as using teleconferencing, video conferencing
- ❖ **Promote walking, cycling and/or use public transport**
- ❖ **Support investment in renewable energy schemes** and **carbon offsetting schemes**
- ❖ **recycle all printing consumables, reduce print and minimise our use of paper**

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- ❖ make decisions based on **data** and **evidence**
- ❖ **Capture the sustainability benefits of our IT solutions**
- ❖ **Design our IT architecture and services with sustainability considerations**
- ❖ **Net zero by 2025 for the services you deliver to Defra**

## ***Sustainable IT Refresh Policy***

### **Circular Economy**

The circular economy is a model of economic activity that aims to replace the traditional linear economic model. In a circular economy, materials and products are made and reused more efficiently in order to prevent waste. Defra's position is that all suppliers are to reuse all IT hardware within the organisation first.

- ❖ All our suppliers are expected to evidence efforts to reuse IT hardware.

Suppliers will follow the end of life hierarchy for products.

### ***Our product Hierarchy (end of life)***

- ❖ **Prevent**
- ❖ **Reuse**
- ❖ **Refurbish/Remanufacture**
- ❖ **Repair**
- ❖ **Recycle**

Defra DDTS have a zero to landfill policy.

**Refreshment Plan** – Should be conducted in the most sustainable way, thus minimising travel and emissions.



## ***Procurement of IT***

We will undertake sustainable procurement considerations into account from the outset.

### **We work with suppliers that demonstrate sustainable practices such as:**

#### **Environmental**

- ✓ Phasing out single-use plastics
- ✓ Using energy efficient products (e.g. EPEAT, Energy Star, Energy Efficiency)
- ✓ Monitoring and reducing greenhouse gas emissions and using renewable/green energy
- ✓ Increasing resource efficiency, reducing and minimising waste
- ✓ Reducing energy, emissions and fuel consumption (Net Zero)
- ✓ Sourcing packaging from 100% sustainable material (made from renewable resources (plants) and recycled resources).
- ✓ Ensuring implementation of environmental management systems (e.g. ISO 14001)

#### **Social**

- ✓ Monitoring labour standards through the supply chain
- ✓ Including a strong anti-bribery and anti-corruption policy
- ✓ Collaborating with communities for example, by encourage staff and volunteers to share ICT skills or take laptops and other mobile equipment to community centres to provide computer and internet access to support community activities
- ✓ Conducting human rights due diligence
- ✓ Complying with:
  - international standards such as the [OECD Due-Diligence Framework for Responsible Business Conduct](#) and the [UN Guiding Principles on Business and Human Rights](#)
  - provisions of the [Equality Act 2010](#)
  - the [Modern Slavery Act 2015](#) (Inc Statement >£36m)
  - Reasonable [Country of Origin Inquiry](#)

#### **Economic**

- ✓ Paying a living wage to employees
- ✓ Enhancing the [Country Growth Agenda](#)
- ✓ [Creating sustainable jobs](#)
- ✓ Supporting young people into apprenticeships