



Department  
for Environment  
Food & Rural Affairs

**Standard Contract for Goods and/or Services - Order Form**

1. Purchase Order Number	C32031 (Contract)	
2. Customer	[REDACTED] Environment Agency [REDACTED]	
3. Contractor(s)	Geoff Parkin Hydro Limited [REDACTED]	
4. Defra Group Members	The following Defra Group members will receive the benefit of the Deliverables:  [REDACTED] (Environment Agency) [REDACTED] (Environment Agency)	
5. The Agreement	<p>This Order is part of the Agreement and is subject to the terms and conditions Referenced at Appendix 1 and shall come into effect on the Start Date.</p> <p>Unless the context otherwise requires, capitalised expressions used in this Order have the same meanings as in the terms and conditions.</p> <p>The following documents are incorporated into the Agreement. If there is any conflict, the following order of precedence applies (in descending order):</p> <ul style="list-style-type: none"><li>a) this Order.</li><li>b) the terms and conditions at Appendix 1; and</li><li>c) the remaining Appendices (if any) in equal order of precedence.</li></ul>	
6. Deliverables	Applicable Deliverables	Goods Only: <input type="checkbox"/> Services Only: <input checked="" type="checkbox"/> Good and Services: <input type="checkbox"/>
	Services	This contract is an official agreement between the Environment Agency and Geoff Parkin Hydro Ltd for the delivery of the third cohort of the T501 Groundwater Hydraulics course. The focus of the Geoscience Training Programme is to build the knowledge of our staff in all areas of our work.
7. Start Date	1 <sup>st</sup> December 2022	
8. Expiry Date	1 <sup>st</sup> October 2026	
9. Charges	[REDACTED]	
10. Payment	[REDACTED]	

11. Contractor's Liability Cap (Clause 13.2.1)	██████████										
12. Customer's Authorised Representative(s)	For general liaison your contact will continue to be: ██████████ ██										
13. Contractor's Authorised Representative	For general liaison your contact will continue to be: ██ ) ██										
14. Optional Intellectual Property Rights ("IPR") Clauses	██ ██										
15. Progress Meetings and Progress Reports	Not applicable										
16. Address for notices	<table border="0"> <tr> <td><b>Customer:</b></td> <td><b>Contractor:</b></td> </tr> <tr> <td>██████████</td> <td>████████████████████</td> </tr> <tr> <td>██████████</td> <td>████████████████████</td> </tr> <tr> <td>██</td> <td>████████████████████</td> </tr> <tr> <td></td> <td>████████████████████</td> </tr> </table>	<b>Customer:</b>	<b>Contractor:</b>	██████████	████████████████████	██████████	████████████████████	██	████████████████████		████████████████████
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17. Key Personnel of the Contractor	<table border="0"> <tr> <td><b>Key Personnel Role:</b></td> <td><b>Key Personnel Name:</b></td> <td><b>Contact Details:</b></td> </tr> <tr> <td>See section 16</td> <td></td> <td></td> </tr> </table>	<b>Key Personnel Role:</b>	<b>Key Personnel Name:</b>	<b>Contact Details:</b>	See section 16						
<b>Key Personnel Role:</b>	<b>Key Personnel Name:</b>	<b>Contact Details:</b>									
See section 16											
18. Procedures and Policies	For the purposes of the Agreement: ██ ██ ██ ██										

<b>19. Special Terms</b>	[REDACTED]
<b>20. Additional Insurance</b>	Not Applicable
<b>21. Further Data Protection Provisions</b>	The further data protection provisions contained within Annex 4 of the terms and conditions are applicable to this Agreement where indicated below: Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>

[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
Date:	Date:
Signature:	Signature:

## **Appendix 1: Terms and Conditions**

The Customer's Standard Good & Services Terms and Conditions which can be located on the [Defra Website](#) and which are called 'Standard Goods & Services Terms and Conditions (Core Defra)'

## Appendix 2: Specification/Description

This contract is an official agreement between the Environment Agency and Geoff Parkin Hydro Ltd for the delivery of the third cohort of the T501 Groundwater Hydraulics course. The focus of the Geoscience Training Programme is to build the knowledge of our staff in all areas of our work.

## Appendix 3: Charges



## 4: Processing Personal Data

Contract:	[XXXX]
Date:	[XXXX]
Description of authorised processing	Details
Identity of Controller and Processor for each category of Personal Data	

Subject matter of the processing	
Duration of the processing	
Nature and purposes of the processing	
Type of Personal Data	
Categories of Data Subject	
Plan for return and destruction of the data once the processing is complete UNLESS requirement under law to preserve that type of data	
Locations at which the Contractor and/or its subcontractors process Personal Data under this Agreement	
Protective Measures that the Contractor and, where applicable, its subcontractors have implemented to protect Personal Data processed under this Agreement against a breach of security (insofar as that breach of security relates to data) or a Personal Data Breach	