



Submarine
Delivery Agency

SDA/PEDT/701107374

Definitions of Contract



Schedule 1 – Definitions of Contract

Articles

means the Contractor Deliverables (goods and/or the services), including Packaging (and Certificate(s) of Conformity and supplied in accordance with any QA requirements if specified) which the Contractor is required to provide under the Contract in accordance with Schedule 2 (Schedule of Requirements), but excluding incidentals outside Schedule 2 (Schedule of Requirements) such as progress reports. **(This definition only applies when DEFCONs are added to these Conditions);**

Authority

means the Secretary of State for Defence acting on behalf of the Crown;

Authority's Representative(s)

shall be those person(s) defined in Schedule 3 (Contract Data Sheet) who will act as the Authority's Representative(s) in connection with the Contract. Where the term "Authority's Representative(s)" in the Conditions is immediately followed by a functional description in brackets, the appropriate Authority's Representative(s) shall be the designated person(s) for the purposes of condition 8;

Business Day

means 09:00 to 17:00 Monday to Friday, excluding public and statutory holidays;

Central Government Body

a body listed in one of the following sub-categories of the Central Government classification of the Public Sector Classification Guide, as published and amended from time to time by the Office for National Statistics:

- a. Government Department;
- b. Non-Departmental Public Body or Assembly Sponsored Public Body (advisory, executive, or tribunal);
- c. Non-Ministerial Department; or Executive Agency;

Collect

means pick up the Contractor Deliverables from the Consignor. This shall include loading, and any other specific arrangements, agreed in accordance with clause 28.c and Collected and Collection shall be construed accordingly;

Commercial Packaging	means commercial Packaging for military use as described in Def Stan 81-041 (Part 1)
Clause	means the terms and conditions set out in this document;
Consignee	means that part of the Authority identified in Schedule 3 (Contract Data Sheet) to whom the Contractor Deliverables are to be Delivered or on whose behalf they are to be Collected at the address specified in Schedule 3 (Contract Data Sheet) or such other part of the Authority as may be instructed by the Authority by means of a Diversion Order;
Consignor	means the name and address specified in Schedule 3 (Contract Data Sheet) from whom the Contractor Deliverables will be dispatched or Collected;
Contract	means the Contract including its Schedules and any amendments agreed by the Parties in accordance with DEFCON 503 (Formal Amendments to Contract);
Contract Price	means the amount set out in Schedule 2 (Schedule of Requirements) to be paid (inclusive of Packaging and exclusive of any applicable VAT) by the Authority to the Contractor, for the full and proper performance by the Contractor of its obligations under the Contract.
Contractor	means the person who, by the Contract, undertakes to supply the Contractor Deliverables, for the Authority as is provided by the Contract. Where the Contractor is an individual or a partnership, the expression shall include the personal representatives of the individual or of the partners, as the case may be, and the expression shall also include any person to whom the benefit of the Contract may be assigned by the Contractor with the consent of the Authority
Contractor Commercially Sensitive Information	means the Information listed in the completed Schedule 5 (Contractor's Commercially Sensitive Information Form), which is Information notified by the Contractor to the Authority, which is acknowledged by the Authority as being commercially sensitive;

Contractor Deliverables

means the goods and/or the services, including Packaging (and Certificate(s) of Conformity and supplied in accordance with any QA requirements if specified) which the Contractor is required to provide under the Contract;

Control

means the power of a person to secure that the affairs of the Contractor are conducted in accordance with the wishes of that person:

a. by means of the holding of shares, or the possession of voting powers in, or in relation to, the Contractor; or

b. by virtue of any powers conferred by the constitutional or corporate documents, or any other document, regulating the Contractor;

and a change of Control occurs if a person who Controls the Contractor ceases to do so or if another person acquires Control of the Contractor;

CPET

means the UK Government's Central Point of Expertise on Timber, which provides a free telephone helpline and website to support implementation of the UK Government timber procurement policy;

Crown Use

in relation to a patent means the doing of anything by virtue of Sections 55 to 57 of the Patents Act 1977 which otherwise would be an infringement of the patent and in relation to a Registered Design has the meaning given in paragraph 2A(6) of the First Schedule to the Registered Designs Act 1949;

Dangerous Goods

means those substances, preparations and articles that are capable of posing a risk to health, safety,

property or the environment which are prohibited by regulation, or classified and authorised only under the conditions prescribed by the:

a. Carriage of Dangerous Goods and Use of Transportable Pressure Equipment Regulations 2009 (CDG) (as amended 2011);

b. European Agreement Concerning the International Carriage of Dangerous Goods by Road (ADR);

c. Regulations Concerning the International Carriage of Dangerous Goods by Rail (RID);

d. International Maritime Dangerous Goods (IMDG) Code;

e. International Civil Aviation Organisation (ICAO) Technical Instructions for the Safe Transport of Dangerous Goods by Air;

f. International Air Transport Association (IATA) Dangerous Goods Regulations.

DBS Finance

means Defence Business Services Finance, at the address stated in Schedule 3 (Contract Data Sheet);

DEFFORM

means the MOD DEFFORM series which can be found at <https://www.aof.mod.uk>;

DEF STAN

means Defence Standards which can be accessed at <https://www.dstan.mod.uk>;

Delivery

means hand over the Contractor Deliverables to the Consignee. This shall include unloading, and any other specific arrangements, agreed in accordance with Clause 10 and DEFCON 507 and Delivered and Delivery shall be construed accordingly;

Delivery Date

means the date as specified in Schedule 2 (Schedule of Requirements) on which the

	Contractor Deliverables or the relevant portion of them are to be Delivered or made available for Collection;
Denomination of Quantity (D of Q)	means the quantity or measure by which an item of material is managed;
Design Right(s)	has the meaning ascribed to it by Section 213 of the Copyright, Designs and Patents Act 1988;
Diversion Order	means the Authority's written instruction (typically given by MOD Form 199) for urgent Delivery of specified quantities of Contractor Deliverables to a Consignee other than the Consignee stated in Schedule 3 (Contract Data Sheet);
Effective Date of Contract	means the date specified on the Authority's acceptance letter;
Firm Price	means a price (excluding VAT) which is not subject to variation;
Government Furnished Assets (GFA)	is a generic term for any MOD asset such as equipment, information or resources issued or made available to the Contractor in connection with the Contract by or on behalf of the Authority;
Hazardous Contractor Deliverable	means a Contractor Deliverable or a component of a Contractor Deliverable that is itself a hazardous material or substance or that may in the course of

	its use, maintenance, disposal, or in the event of an accident, release one or more hazardous materials or substances and each material or substance that may be so released;
Independent Verification	means that an evaluation is undertaken and reported by an individual or body whose organisation, systems and procedures conform to "ISO Guide 65:1996 (EN 45011:1998) General requirements for bodies operating product certification systems or equivalent", and who is accredited to audit against forest management standards by a body whose organisation, systems and procedures conform to "ISO 17011: 2004 General Requirements for Providing Assessment and Accreditation of Conformity Assessment Bodies or equivalent";
Information	means any Information in any written or other tangible form disclosed to one Party by or on behalf of the other Party under or in connection with the Contract;
Intellectual Property	For the purposes of this condition Intellectual Property Rights means all patents, utility models, rights (registered or unregistered) in any designs; applications for any of the foregoing; copyright; confidential information and trade secrets and all rights and forms of protection of a similar nature to these having equivalent effect anywhere in the world).
Issued Property	means any item of Government Furnished Assets (GFA), including any materiel issued or otherwise furnished to the Contractor in connection with the Contract by or on behalf of the Authority;
Legal and Sustainable	means production and process methods, also referred to as timber production standards, as defined by the document titled "UK Government Timber Production Policy: Definition of legal and sustainable for timber procurement". The edition current on the day the Contract documents are issued by the Authority shall apply;
Legislation	means in relation to the United Kingdom any Act of Parliament, any subordinate legislation within the meaning of section 21 of the Interpretation Act 1978, any exercise of Royal Prerogative or any

	enforceable community right within the meaning of Section 2 of the European Communities Act 1972;
Military Level Packaging (MLP)	means Packaging that provides enhanced protection in accordance with Def Stan 81-041 (Part 1), beyond that which Commercial Packaging normally provides for the military supply chain;
Military Packager Approval Scheme (MPAS)	is a MOD sponsored scheme to certify military Packaging designers and register organisations, as capable of producing acceptable Services Packaging Instruction Sheet (SPIS) designs in accordance with Defence Standard (Def Stan) 81-041 (Part 4);
Military Packaging Level (MPL)	shall have the meaning described in Def Stan 81-041 (Part 1);
MPAS Registered Organisation	is a packaging organisation having one or more MPAS Certificated Designers capable of Military Level designs. A company capable of both Military Level and commercial Packaging designs including MOD labelling requirements;
MPAS Certificated Designer	shall mean an experienced Packaging designer trained and certified to MPAS requirements;
NATO	means the North Atlantic Treaty Organisation which is an inter-governmental military alliance based on the North Atlantic Treaty which was signed on 4 April 1949;
Notices	shall mean all Notices, orders, or other forms of communication required to be given in writing under or in connection with the Contract;
Overseas	shall mean non UK or foreign;
Packaging	Verb. The operations involved in the preparation of materiel for; transportation, handling, storage and Delivery to the user; Noun. The materials and components used for the preparation of the Contractor Deliverables for transportation and storage in accordance with the Contract;
Packaging Design Authority (PDA)	shall mean the organisation that is responsible for

the original design of the Packaging except where transferred by agreement. The PDA shall be identified in the Contract, see Annex A to Schedule 3 (Appendix – Addresses and Other Information), Box 3;

Parties

means the Contractor and the Authority, and Party shall be construed accordingly;

Primary Packaging Quantity (PPQ)

means the quantity of an item of material to be contained in an individual package, which has been selected as being the most suitable for issue(s) to the ultimate user, as described in Def Stan 81-041 (Part 1);

ROM

means Rough Order of Magnitude; used in relation to price quotes meaning that there is no commitment to this being the finalised quote and is merely an indicator;

Safety Data Sheet

has the meaning as defined in the Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH) Regulations 2007 (as amended);

Schedule of Requirements

means Schedule 2 (Schedule of Requirements), which identifies, either directly or by reference, Contractor Deliverables to be provided, the quantities and dates involved and the price or pricing terms in relation to each Contractor Deliverable;

Specification	means the description of the Contractor Deliverables, including any specifications, drawings, samples and / or patterns, referred to in Schedule 2 (Schedule of Requirements);
STANAG4329	means the publication NATO Standard Bar Code Symbolologies which can be sourced at https://www.dstan.mod.uk/faqs.html ;
Subcontractor	means any subcontractor engaged by the Contractor or by any other subcontractor of the Contractor at any level of subcontracting to provide Contractor Deliverables wholly or substantially for the purpose of performing (or contributing to the performance of) the whole or any part of this Contract and 'Subcontract' shall be interpreted accordingly;
Transparency Information	means the content of this Contract in its entirety, including from time to time agreed changes to the Contract, and details of any payments made by the Authority to the Contractor under the Contract;

Annex A to Schedule 1 – Additional Definitions

Acronyms

AQAP - Allied Quality Assurance Publication
 BER – Beyond Economical Repair
 BPA – Blanket Purchase Agreement
 BR – Beyond Repair
 BS – British Standard (in relation to applicable standards)
 BS EN – British adoption of a European standard (in relation to applicable standards)
 BS EN ISO – British adoption of European and International Organization for Standardization standard
 CA – Contract Amendment
 CDRL – Contract Data Requirements List
 CMP – Configuration Management Plan
 COSHH – Control of Substances Hazardous to Health
 CP&F – Contracting, Purchasing and Finance
 CPA – Contract Purchase Agreement
 CPS – Contract Pricing Sheet
 CTT – Core Technical Tasks
 CTTR – Core Technical Task Acceptance Review
 DEFCON – Defence Condition
 DEFFORM – Defence Form
 DEFSTAN – Defence Standard (in relation to applicable standards)
 ECR – Engineering Change Request
 ERP – Emergency Resource Plan
 FSU – Forward Support Unit
 GFA – Government Furnished Assets
 GFE – Government Furnished Equipment

GFI – Government Furnished Information
 GFX – general acronym used to describe anything furnished by Government to a Contractor in support of the Contract
 GQAR – Government Quality Assurance Representative
 HSE – Health and Safety Executive
 HSIS – Hazardous Stores Information System
 IEC – International Electrotechnical Commission (in relation to applicable standards)
 IP – Intellectual Property
 IPR – Intellectual Property Rights
 ISM – In-Service Submarines
 JSP – Joint Services Publication
 KiD – Knowledge in Defence
 KPI – Key Performance Indicator
 LCST - Logistics Commodities Services Transformation
 LFE – Learning From Experience
 LRU – Line Replaceable Unit
 MOD – Ministry of Defence
 MPAS – Military Packager Approval Scheme
 MS - Microsoft
 NATO – North Atlantic Treaty Organisation
 NSN – NATO Stock Number
 OEM – Original Equipment Manufacturer
 ONR – Obsolescence Notice Report
 OPDEF – Operational Deficiency
 OTIF – On Time In Full
 PDS – Post Design Services
 PI – Performance Indicator
 PO – Purchase Order
 P&FR – Performance and Financial Report
 QAFP – Quality Assurance Focal Point
 QM – Quality Management
 QMS – Quality Management System
 RCM – Reliability Centered Maintenance
 RMP – Risk Management Plan
 S2022 – Defect and shortcomings report
 SAL – Security Aspects Letter
 SCM – Supply Chain Management
 SCMP – Supply Chain Management Plan
 SDA – Submarine Delivery Agency
 SOR – Schedule Of Requirements
 SOSR – Statement of Support Requirements
 SQEP – Suitably Qualified and Experienced Personnel
 TAA – Technical Assistance Agreement
 TAF – Task Authorisation Form
 TNA – Training Needs Analysis
 TS – Technical Services
 TUPE – The Transfer of Undertakings (Protection of Employment) Regulations 2006 in accordance with Schedule 15

Under this Contract, the term “working day” shall be interpreted in accordance with section 1173(1) of the Companies Act 2006.



Submarine
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Schedule 2

SDA/PEDT/701107374

Schedule of Requirement



Schedule of Requirement

Requirement Number	Specification	Schedule 9 Reference	Pricing	Total (£) Ex VAT
1	Provision of Service Management in accordance with Schedule 9, Activity 1.	ACTIVITY 1	FIRM	
2a	Procurement of Permanent Spares and Consumables as per Schedule 9, Activity 2.	ACTIVITY 2	FIRM	As per Schedule 26, Annex A
2b	Procurement of precision hydraulic valves in accordance with Schedule 9, Activity 2	ACTIVITY 2	ROM	TBD
3a	Provision of strip and surveys in accordance with Schedule 9, Activity 3.	ACTIVITY 3	FIRM	As per Schedule 26, Annex B
3b	Provision of repairs in accordance with Schedule 9, Activity 3.	ACTIVITY 3	FIRM	As per returned Schedule 17
4	Provision of technical services in accordance with Schedule 9, Activity 4.	ACTIVITY 4	FIRM	
5a	PDS Tasks in accordance with Schedule 23 Annex A.	ACTIVITY 5	FIRM	
5b	Planned PDS Tasks in accordance with Schedule 23 Annex B.	ACTIVITY 5	ROM	TBD

* REDACTED elements due to Commercially Sensitive Information



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Schedule 3

SDA/PEDT/701107374

Contract Data Sheet



Schedule 3 – Contract Data Sheet

General Conditions

Clause 2 – Duration of Contract:

The Contract expiry date shall be: 7th December 2026
The Contract start date shall be: 8th December 2021

Governing Law – DEFCON 529:

Contract to be governed and construed in accordance with:

English Law ☒

Scots Law ☐ clause 4.d shall apply (one must be chosen)

Solicitors or other persons based in England and Wales (or Scotland if Scots Law applies) irrevocably appointed for Contractors without a place of business in England (or Scotland, if Scots Law applies) in accordance with clause 4.g (if applicable) are as follows:

N/A

Clause 5 – Authority's Representatives:

The Authority's Representatives for the Contract are as follows:

Commercial: [REDACTED] (as per DEFFORM 111)

Project Manager: [REDACTED] (as per DEFFORM 111)

Notices – DEFCON 526:

Notices served under the Contract shall be sent to the following address:

Authority: Commercial (as per DEFFORM 111)

Contractor: Contractor:

[REDACTED]

Email- [REDACTED]

Notices can be sent by electronic mail? ☒ (tick as appropriate)

Clause 8 – Progress Meetings:

The Contractor shall be required to attend the meetings as detailed in Activity 1 of SoSR (Schedule 9)

Clause 8 – Progress Reports:

The Contractor is required to submit Reports as detailed in the SoSR (Schedule 9)

Reports shall be Delivered to the following address:

Email: [REDACTED]

Supply of Contractor Deliverables**Clause 9 and DEFCON 602A – Quality Assurance:**

Is a Deliverable Quality Plan required for this Contract? ☒ (tick as appropriate)

If required, the Deliverable Quality Plan must be set out as defined in AQAP 2105 and delivered to the Authority (Quality) within 30 Business Days of Contract Award. Once agreed by the Authority the Quality Plan shall be incorporated into the Contract. The Contractor shall remain at all times solely responsible for the accuracy, suitability and applicability of the Deliverable Quality Plan.

Other Quality Assurance Requirements:

As per SoSR (Schedule 9)

DEFCON 68 - Supply of Data for Hazardous Contractor Deliverables, Materials and Substances:

A completed Schedule 6 (Hazardous Contractor Deliverables, Materials or Substance Statement), and if applicable, Safety Data Sheet(s) are to be provided by e-mail with attachments in Adobe PDF or MS WORD format to:

a) The Authority's Representative (Commercial)

b) Defence Safety Authority – [REDACTED]

to be Delivered no later than one (1) month prior to the Delivery Date for the Contract Deliverable

DEFCON 627 – Certificate of Conformity:

Is a Certificate of Conformity required for this Contract? ☒ (tick as appropriate)

Applicable to Line Items: As per SoSR (Schedule 9)

If required, does the Contractor Deliverables require traceability throughout the supply chain? ☒
(tick as appropriate)

Applicable to Line Items: All

Clause 10 – Delivery by the Contractor:

If article(s) are to be Delivered by the Contractor as per Purchase Orders raised in CP&F post Contract Award.

Special Delivery Instructions:

As per Purchase Orders raised in CP&F post Contract Award

Each consignment is to be accompanied by a DEFFORM 129J.

Clause 10 - Collection by the Authority:

If article(s) are to be collected by The Authority as per Purchase Orders raised in CP&F post Contract Award.

Special Delivery Instructions:

As per Purchase Orders raised in CP&F post Contract Award

Each consignment is to be accompanied by a DEFFORM 129J.

DEFCON 524 – Rejection:

The default time limit for rejection of the Contractor Deliverables is thirty (30) days

Clause 11 – Self-to-Self Delivery:

Self-to-Self Delivery required? ☒ (tick as appropriate)

If required, Delivery address applicable:

[REDACTED]

Pricing and Payment**Clause 12 – Contract Price:**

All Schedule 2 line items shall be FIRM Price other than those stated.

Termination**DEFCON 656B – Termination for Convenience:**

The Notice period for terminating the Contract shall be twenty (20) days

Other Addresses and Other Information (forms and publications addresses and official use information)

See Annex A to Schedule 3 (DEFFORM 111)

* REDACTED elements due to Commercially Sensitive Information &
* REDACTED elements due to FOIA, Section 40, Personal Information



Submarine
Delivery Agency

Schedule 3 – Annex A

SDA/PEDT/701107374

DEFFORM 111



1. Commercial Officer

Name: [REDACTED]

Address:

[REDACTED]
[REDACTED]

Email: [REDACTED]

8. Public Accounting Authority

1. Returns under DEFCON 694 (or SC equivalent) should be sent to

[REDACTED]

☎ 44 (0) 161 233 5397

2. For all other enquiries contact

[REDACTED]
[REDACTED]

☎ 44 (0) [REDACTED]

2. Project Manager, Equipment Support Manager or PT Leader
(from whom technical information is available)

Name: [REDACTED]

Address

[REDACTED]
[REDACTED]
[REDACTED]

Email: [REDACTED]

9. Consignment Instructions

The items are to be consigned as follows:
CP&F

3. Packaging Design Authority

Organisation & point of contact:

Anna Trumper

(Where no address is shown please contact the Project Team in Box 2)

10. Transport. The appropriate Ministry of Defence Transport Offices are:

A.

[REDACTED]
[REDACTED]

Air Freight Centre

IMPORTS ☎ [REDACTED]

EXPORTS ☎ [REDACTED]

Surface Freight Centre

IMPORTS ☎ [REDACTED]

[REDACTED]
[REDACTED]

EXPORTS ☎ [REDACTED]

B. JSCS

JSCS Helpdesk No. 01869 256052 (select option 2, then option 3)

JSCS Fax No. [REDACTED]

[REDACTED]

4. (a) Supply / Support Management Branch or Order Manager:
Branch/Name:

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

Tel No: 030 679 33632

(b) U.I.N. N6198C

5. Drawings/Specifications are available from

Those not held by BAE (if held by Authority): [REDACTED]

11. The Invoice Paying Authority

[REDACTED] ☎ [REDACTED]
[REDACTED]

[REDACTED] Fax: [REDACTED]

[REDACTED] Website is:

[REDACTED]
[REDACTED]

6. INTENTIONALLY BLANK

12. Forms and Documentation are available through *:

[REDACTED]
[REDACTED]

[REDACTED] (Tel. [REDACTED] Fax: [REDACTED])

Applications via fax or email:

[REDACTED]
[REDACTED]

a) Quality Assurance Representative:

[REDACTED]

Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.

AQAPS and **DEF STANs** are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit [REDACTED] [intranet] or [REDACTED] [extranet, registration needed].

***NOTE**

1.Many **DEFCONs** and **DEFFORMs** can be obtained from the MOD Internet Site: [REDACTED]

2. If the required forms or documentation are not available on the MOD Internet site requests should be submitted through the Commercial Officer named in Section 1.

* REDACTED elements due to FOIA, Section 40, Personal Information



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Schedule 4

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NOT USED



Schedule 4 – NOT USED



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Schedule 5

SDA/PEDT/701107374

Commercially Sensitive Information



Schedule 5 – DEFFORM 539A Contractor’s Commercially Sensitive Information Form (i.a.w. DEFCON 539 – Transparency) for Contract No: 701107374

Contract No: 701107374
Description of Contractor’s Commercially Sensitive Information: Prices, Labour and Overhead Rates
Cross Reference(s) to location of sensitive information: All prices within Proposal Ref:dated: All Basis of Estimates and cost breakdown data
Explanation of Sensitivity: Confidential pricing information
Details of potential harm resulting from disclosure: Would be of use to the Company’s competitors and could damage our competitive.
Period of Confidence (if applicable): Not applicable
Contact Details for Transparency / Freedom of Information matters: Name: [REDACTED] Position: [REDACTED] Address: [REDACTED] Telephone Number: [REDACTED] Email Address: [REDACTED]

* REDACTED elements due to FOIA, Section 40, Personal Information



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Schedule 6

SDA/PEDT/701107374

Hazardous Contractor Deliverables, Materials or Substances



Schedule 6 - Hazardous Contractor Deliverables, Materials or Substances Supplied under the Contract: Data Requirements for Contract No: 701107374

Signed PDF Included as additional document with contract



Submarine
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Schedule 7

SDA/PEDT/701107374

Import and Export Controls



Schedule 7 - DEFFORM 528

Stored separately under file name:

20201202_Motion Control_Schedule 7_Import and Export Controls_OSC



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Schedule 8

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NOT USED





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Schedule 9

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Statement of Support Requirement (SoSR)



Schedule 9 - Statement of Support Requirement



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Annex A

**Motion Control - Re-Establish a Sustainable Support
Solution**

Statement of Support Requirements

1 Table of Contents

Project Background

Activity 1 – Service Management

Activity 2 – Spares Support

Activity 3 – Equipment Upkeep Management

Activity 4 – Technical Support

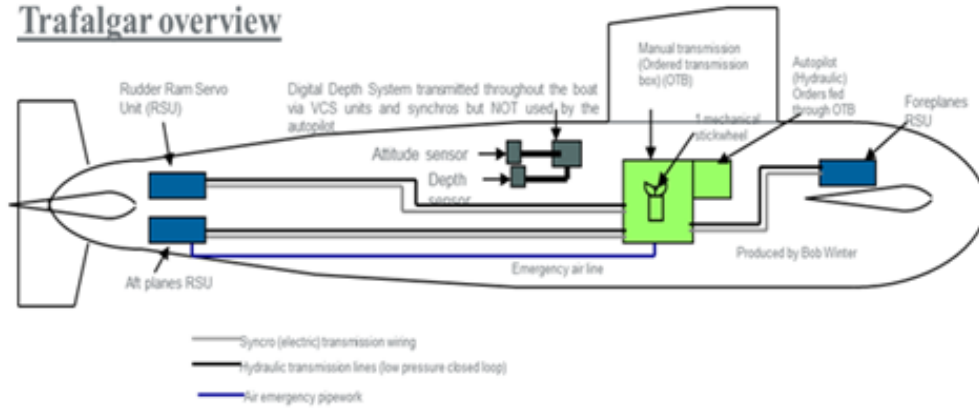
Activity 5 – Post Design Support

2 Project Background

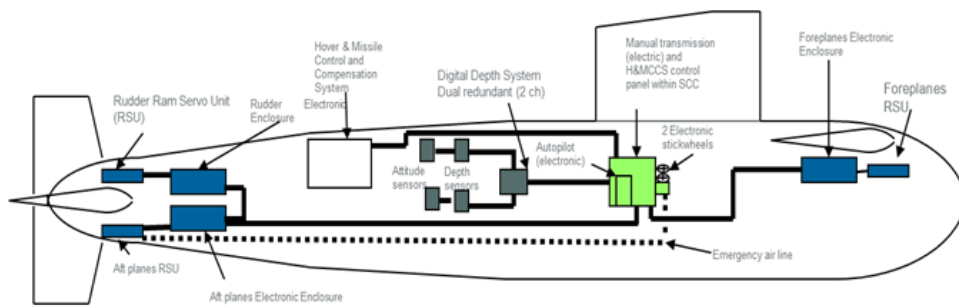
A0.1 Platform Equipment Delivery Team (PEDT) is responsible for supporting via the scope of this Contract the following systems:

- (a) Motion control system aboard Trafalgar and Vanguard class submarines: The purpose of this equipment is to modulate the flow of hydraulic fluid to the rams which subsequently operate the hydroplanes and rudders in response to operator commands. Although the hydroplanes, rams and hydraulic supply are excluded from the scope, the autopilot, operator's stick wheel and means of signal transmission from there to the hydromechanical ram-servo units which modulate the hydraulic flow are all included. On Trafalgar Class submarines, the autopilot is a hydraulic analog computer and signalling is by both hydraulic and analog electrical means. On Vanguard Class, the signalling is electronic using a mixture of microprocessor and analog technologies.
- (b) Electronic depth distribution and indication system aboard Trafalgar and Vanguard class submarines: This system uses analog sensors and data distribution to drive digital depth indicators throughout the submarine, and also to provide signals to other client equipment out with the contract scope.
- (c) Hover and Missile Compensation computer fitted to Vanguard class submarines: This microprocessor-based system interfaces with multiple sensors, valves and pumps to provide fine buoyancy and trim control of the submarine.

Trafalgar overview



Vanguard Class Overview



3 Activity 1 – Service Management

Scope of Activity

A1.1 Service Management defines the core operational framework under which the Contractor is best able to monitor and optimise the Services provided to the Authority to ensure that they meet our Customers' requirements.

Project Management

A1.2 Roles and Responsibilities of the Contractor:

A1.3 The Contractor shall be fully responsible for all aspects of the Contract including management of all work resulting from Activities 1 to 5 defined herein. The Contractor shall establish and maintain the necessary technical experience and resources to define, conduct, place and manage sub-contracts covering any of the Activities.

A1.4 The Contractor shall nominate and maintain a permanent Project Manager (PM), who shall be in place by the date of contract award and be responsible for the conduct of business for the duration of the contract. The PM must be suitably senior in the management organisation of the Contractor, hold appropriate delegations and authorisation's to ensure both Key Performance Indicators and Performance Indicators are met.

A1.5 The Contractor shall identify from within its' organisation key Finance, Commercial, Commodity Management, Technical and Quality Assurance (QA) personnel to act as Subject Matter Experts (SME) and to support and expedite the range of activities specified in this document. The Contractor shall identify this team of suitably qualified and experienced personnel (SQEP) and describe their respective specialist areas, roles, qualifications and experience. The key individuals shall include Single Points Of Contact (SPOC) for technical and commodity support that will also be responsible for the progressing of Purchase Orders during the normal working day.

A1.6 The Contractor shall deliver the initial draft Project Management Plan (PMP) within eight weeks of the Contract start date. Following a review from the Authority, the Contractor shall amend the PMP within two weeks to gain approval. The PMP shall incorporate all Activities under the Contract. The PMP shall reflect a five-year rolling programme of work. The Contractor shall produce and maintain documented processes and procedures within the PMP for the management of each Activity including all subcontract and delivery procedures covering the entire commodity range.

A1.7 The PMP shall include, but not be limited to:

- (a) Needs & Objectives;
- (b) Assumptions;
- (c) Top level Activities, tasks and plans;
- (d) Statement regarding Project Manager's contractual delegations/authorisation's.
- (e) Description of work packages;

- (f) Project milestones;
- (g) Control systems and processes;
- (h) Configuration Management;
- (i) Quality Assurance;
- (j) Organisation;
- (k) Processes;
- (l) Audits and verification activities to ensure compliance with the Contract;
- (m) Project management and decision structure and responsibilities;
- (n) Project team;
- (o) Reference to associate Management Plans.

A1.8 The PMP shall be a 'live' document, updated by the Contractor as necessary throughout the duration of the Contract but particularly prior to each Project Review Meeting, to show proposals and details of all activities necessary to meet the requirements of the Contract.

A1.9 The PMP shall also include details of how it is intended to implement, maintain and review transition from the Authority's current contractual arrangements in order to ensure there is no loss of service.

Quality Management

A1.10 The Contractor shall implement a Quality Management System (QMS) that meets at least the requirements of BS EN ISO 9001:2015 and is able to demonstrate that they have control of their processes. Quality Management (QM) is the process of ensuring that all the activities necessary to deliver a product that meets the Customers requirements are planned and are carried out effectively and efficiently. QM is focused not only on product/service quality but also on the means to achieve it. QM therefore uses quality assurance and the control of processes as well as products to achieve more consistent quality.

Quality Assurance

A1.11 The Contractor shall be responsible for ensuring that the quality of the work performed and of the articles and materials supplied by it, and where required its Sub-Contractors and suppliers shall conform to the contractual quality assurance requirements outlined below:

- (a) Quality Management System - AQAP 2110 Edition D Ver 1 - NATO Quality Assurance Requirements for Design, Development and Production. This requirement is specified to provide confidence to the Authority in the Suppliers capability to deliver products and/or services that conform to the Acquirers Contract requirements.
- (b) Software Development – where applicable this shall be in accordance with AQAP 2210 Edition A Ver 2 NATO Supplementary Software Quality

Assurance Requirements to AQAP 2110. Software lifecycle processes shall be in accordance with STANAG 4814 Edition 1.

- (c) Certificate of Conformity shall be provided in accordance with DEFCON 627.
- (d) Quality Plans - A Deliverable Quality Plan (QP) is required in accordance with DEFCON 602A and AQAP 2105 Edition C V1 NATO Requirements For Deliverable Quality Plans. The QP shall specify how all quality related contract requirements shall be fulfilled. Unless otherwise notified, the quality plan shall be delivered to the Quality Assurance Representative as identified on DEFFORM 111 within 8 weeks of the Contract Award Date.
- (e) Concessions - Concessions shall be managed in accordance with Def Stan 05-61 Part 1, Issue 6 - Quality Assurance Procedural Requirements - Concessions. No non-conforming product may be delivered or embodied until the nonconformity has been classified with this standard and a concession has been granted by the Authority.
- (f) Safety Critical Items – the Independent Inspection(s) of Safety Critical Items and Control Systems, shall be carried out in accordance with Def Stan 05-61 Part 9, Issue 5 – Independent Inspection Requirements for Safety Critical Items.
- (g) Government Furnished Equipment (GFE): The physical stock management and accounting for GFE shall be managed in accordance with Def Stan 05-99, Pt: 1 Issue 1 & Pt: 2 Issue 1 Managing Government Furnished Equipment in Industry.
- (h) Avoidance of Counterfeit Material shall be in accordance with Def Stan 05-135 Issue 2

A1.12 The contractor must adhere to the requirements within the SSP25 QA for Safety in Submarines.

A1.13 The contractor must adhere to DEFSTAN 2-207 for any new design within the system.

Risk Management

A1.14 The Contractor acknowledges that any risk assessment, which has been, or maybe, undertaken relating to this contract, has been, or will be, a project management function only. Such risk assessment does not affect the legal relationship between the parties. The process of risk assessment consists generally, including without limitation, the identification of (or failure to identify);

- (a) Particular Risks and their impacts,

- (b) Risk reduction measures,
- (c) contingency plans and remedial plans.

A1.15 Particular Risks and their impacts; or Risk reduction measure, contingency plans and remedial plans shall not in any way limit or exclude the recipient's obligations under this Contract and shall be entirely without prejudice to the Authority's rights, privileges and powers under this Contract and are not assumed by the result of any risk assessment process generally remain the risks of the Contractor and are not assumed by the Authority except to the extent that the Authority expressly and unequivocally accepts those risks under the Contract.

Risk Management Plan

A1.16 The Contractor shall deliver, maintain and implement a Risk Management Plan (RMP) which recognises and applies the principles within JSP 892, Parts 1 and 2, and describes how risks will be controlled during the term of this Contract. The RMP will detail the top-level approach to be taken for risk management, through all aspects of the conduct of the Contract and be compatible and be assessed against the requirements for Risk Management in accordance with the Knowledge in Defence (KiD) policy.

A1.17 The RMP shall include, but not be limited to, the following:

- (a) a description of the Contractor's proposed risk management organisation, including subcontractors;
- (b) the definition, categorisation and classification of risks;
- (c) early identification of risk;
- (d) a procedure for the management of residual risk and for ensuring that new potential risks are identified as they arise; and
- (e) a risk reporting procedure.
- (f) identification of any obsolescence issues.

A1.18 Draft updates shall be submitted to the Authority monthly except where the RMP remains unchanged. All updates will be agreed with the Authority and issued within twenty Business Days of submission to the Authority.

A1.19 The Contractor shall deliver the initial draft RMP within ten weeks of the Contract start date. Following a review from the Authority, the Contractor shall amend the RMP within two weeks to gain approval.

Risk Reporting

A1.20 The Contractor shall deliver a Risk Register that includes all joint Authority/Contractor risks, including updates to risks, that impact upon the scope of the Contract. The template for which shall be agreed by the Authority.

A1.21 The Contractor shall identify, to the Authority, all recognised risks which impact upon the Contract within twenty Business Days of identification; regardless of whether the Contractor is responsible for taking mitigation action. These are to be identified on the Risk Register.

A1.22 The RMP will subsume risks identified in the PMP and will include risks sub-let by the Contractor to their suppliers, sub-Contractors and partners. The Contractor shall propose options to mitigate risks and document them in the Risk Register. Decisions on the mitigation measures proposed to be implemented will be developed by the Contractor and agreed with the Authority.

Safety and Environmental Management

A1.23 The Authority must be made aware of any potential safety or environmental issues and should be informed of all measures required in order to limit the risk and supply supporting evidence as required in order that an assessment of the impact on the over safety and environmental argument can be conducted.

A1.24 The Contractor is required to adhere to the following documentation:

- (a) SP 418 (Management of Environmental Protection in Defence)
- (b) DEFSTAN 00-51 (Environmental Management Requirements for Defence Systems)
- (c) DEFSTAN 00-56 (Safety Management Requirements for Defence Systems)
- (d) DEFSTAN 00-55 (Requirements for Safety of Programmable Elements (PE) in Defence Systems) only applicable if there are programmable elements

Safety and Environmental Management Plan (SEMP)

A1.25 The Contractor shall deliver, maintain and implement a SEMF which recognises and applies the principles within DMR DSA/02 and in line with the Platform Equipment Delivery Team SEMF. The Contractor shall deliver the initial draft SEMF within ten weeks of the Contract start date. Following a review from the Authority, the Contractor shall amend the SEMF within two weeks to gain approval.

A1.26 The SEMF shall include, but not be limited to, the following:

- (a) Outline description. Description of the equipment, clearly defining the purpose and capability expected of the project. Clearly identify the range, or variants, of the equipment covered, its purpose, operating cycle and environment and defining interfaces with other equipment and levels of competence expected of the Operators/maintainers;
- (b) Safety Management System (SMS). Details of the SMS including its aims and objectives, the managerial and technical tasks to be undertaken and the organisation responsible for implementing them;
- (c) Responsibilities and safety and environmental management procedures and activities that are used to identify, analyse, describe, classify and mitigate safety risks to As Low As Reasonably Practicable

(ALARP) and environmental risks and issues to Best Practicable Environmental Option (BPEO);

- (d) the definition, categorisation and classification of hazards;
- (e) early identification of hazards;
- (f) a procedure for the management of residual hazards and for ensuring that new potential hazards are identified as they arise;
- (g) Audit plan; and
- (h) a hazard reporting procedure and a Hazard Log compatible with the PEDT management system (SMARTer).

A1.27 Safety and environmental related documentation will be provided to the PEDT upon request and periodic audits will be conducted, at the Authority's discretion, to ensure compliance with the overarching Safety and Environmental Cases. For each change-task raised, an assessment will be conducted to identify any impact on the overarching Safety and Environmental Cases.

Health & Safety

A1.28 If required the Contractor shall attend Government Establishments to conduct investigations, and to install systems, equipment and modifications. Specific requirements for each visit will be covered by the associated task, with attendance on board to be arranged by the Authority. The nominated ship representative is to be contacted on arrival, and prior to completion of the prescribed work/investigation. Adherence to ship safety instructions is mandatory.

A1.29 Contractors' staff or nominated representatives that attend a Government Establishment for the purposes of the Contract may be exposed to potentially hazardous situations. The Contractor must ensure that all staff in their direct or indirect employment has the necessary safety training and approval for any such attendance; and if required, an up to date Medical.

Control of Hazardous Articles and Substances

A1.30 Notwithstanding his obligations under the Health and Safety at Work Act 1974 and any other statutory requirements, throughout the duration of the Contract the Contractor shall provide the Authority with full written information concerning every Article or substance which is hazardous or a risk to health and which is to be supplied in its own right or incorporated into or supplied with Article(s), including the Contractor's proposals for the safe and controlled disposal of every Article or substance which is hazardous or a risk to health.

A1.31 The information required under paragraph A1.28 above shall be provided in the form of a Safety Data Sheet in accordance with DEFCON 68 which the Contractor shall complete and forward to the Authority in accordance with the instructions in that DEFCON.

A1.32 Where a Safety Data Sheet has been produced in relation to a specific Article, a copy of the Safety Data Sheet shall also accompany each such Article delivered under the Contract.

A1.33 The Contractor shall ensure that these provisions are included in any Contracts let with his supply chain.

Safety Environmental Case Report (SECR)

A1.34 Upon request from the Authority, the Contractor shall support the generation of the SECR including attending HAZID.

Information and Security Management Plan

A1.35 The contractor shall create and maintain an Information and Security Management Plan in accordance with the requirements h. The Information and Security Management Plan should detail the accreditation of the Contractor's IT System.

Configuration Management

A1.36 The Contractor shall establish, document and maintain a Configuration Management system compliant with DEFSTAN 05-57 (Issue 7) which defines the configuration control processes to be followed throughout the Term of the Contract.

Configuration Management Plan

A1.37 The Contractor shall create and maintain a Configuration Management Plan in accordance with DEFSTAN 05-57 (Issue 7).

A1.38 The format for Books of Reference shall be in accordance with DEFSTAN 02-40 (Requirements for the Preparation of Technical Publications). The format for Illustrated Parts Catalogues shall be in accordance with JSP 187 (Specification for Technical Publications for the Services: Illustrated Parts Catalogues).

A1.39 The Contractor shall deliver the initial draft CMP within eight weeks of the Contract start date. Following a review from the Authority, the Contractor shall amend the CMP within two weeks to gain approval.

Drawings and Specifications

A1.40 No change may be made to the Articles to be supplied under the terms of the Contract which affects or is likely to affect performance, quality, reliability, strength or interchangeability without prior notification to and approval from the Authority in writing. The Authority reserves the right to reject any such change. The Authority's decision shall be final in such matters.

A1.41 Component and unit interchangeability of parts and sub-units constituting manufacturers' standard replacement shall be maintained and notified to the Authority periodically or as part of any programme review.

A1.42 Any minor part or parts not shown on the drawings or mentioned in the specifications but which are necessary to the satisfactory completion of the Articles and or Services shall be deemed to be included in the Contract and no extra price will be allowed on account of such omission.

A1.43 No addition to or correction of the drawings or specifications may be made without the prior notification to and approval of the Authority. The Authority reserves the right to reject such additions or corrections.

NATO Codification

A1.44 Technical data is required for all items specified in this Contract and not already in the NATO Codification System. The Contractor shall dispatch the data or arrange for dispatch of the data from sub-contractors or suppliers on request from the Authority within thirty (30) Business Days. The Contractor shall provide or arrange to have provided updated information regarding modifications; design or drawing changes to all items specified in this Contract in accordance with the provisions of DEFCON 117.

Third Party Assistance Agreements

A1.45 Third Party Assistance Agreements (TPAAs) are key agreements established with Suppliers/Original Equipment Manufacturers (OEMs) to supplement and support service delivery. TPAAs are individually tailored to fit the Contractor's needs and are governed around principles, philosophy and value statement(s) mutually agreed between third Parties. TPAAs or similar arrangements are to ensure that:

- (a) safety aspects of the equipment and its operation are maintained;
- (b) modification data will be kept up to date;
- (c) current performance and reliability criteria is maintained and/or improved upon; and
- (d) advice on repair and maintenance of the equipment is provided.

A1.46 The Contractor shall ensure that TPAAs are established and maintained throughout the Term of the Contract.

Inventory and Demand Planning

A1.47 Intentionally blank

A1.48 The inventory plan is not a commitment by the Authority and provides no guarantee as to the likely level of throughput to be ordered under the Contract.

Monthly Monitoring and Reporting

A1.49 KPI performance will be self-assessed by the Contractor every month.

A1.50 The Contractor shall provide a monthly Performance and Financial Report (P&FR) within seven Business Days after the end of each month covering the preceding calendar month. The P&FR shall consist of, but not be limited to, the following:

- (a) Details of and progress on orders placed in the reporting period;
- (b) Details of and progress on deliveries due in the reporting period;
- (c) Delivery forecasts for those deliveries expected to be missed in the next reporting period;
- (d) The value of work completed as a % against the Order value, to start being reported from 50% and (greater) through to completion, anything less than 50% will not be accrued, report of finalisation at 100%;
- (e) Details and progress of Post Design Service (PDS) tasking;
- (f) Details of new risks and hazards;

- (g) Details of parts where obsolescence issues have arisen, covering details of parts affected and potential options for continued support.

A1.51 The P&FR shall be issued in an electronic format for use with Microsoft Office Suite applications.

Quarterly Progress Meetings

A1.52 Performance for the last quarter (three months) (delivered by 1600hrs on the last working day of the quarter) will be reported at the Quarterly Progress Meeting. The Quarterly Progress Meeting be held within ten Business Days after the end of each three-month period. During these meetings, the Contractor will provide required Plans/ Strategies for the Authority's review: risk, configuration, obsolescence, inventory.

A1.53 A joint Progress Review covering performance and financial matters will be held between the Contractor and the Authority at quarterly intervals. The performance and financial review will be chaired by the Authority with secretarial services provided by the Contractor. The Contractor shall provide a formal record of the performance review to the Authority within five Business Days of the progress review being held. The progress review shall address as a minimum, but not be limited to, the following:

- (a) Joint assessment against Key Performance Indicators and Performance Indicators;
- (b) Status/progress of Activity 1 tasks including, but not limited to, quality assurance, risk management, configuration management, safety management, obsolescence management and resources (including SQEP);
- (c) Status/progress of Activity 2 and 3 Orders;
- (d) Status/progress of Activity 4 tasks;
- (e) Status/progress of Activity 5 TAFs;
- (f) Any contract management issues arising including the status/progress of any change proposals; and
- (g) Costs and forecast of expenditure to end of the financial year (ending 31 March) and beyond.

A1.54 The progress reviews will be held at the Contractor's premises unless mutually agreed otherwise.

Annual Strategic Review

A1.55 An annual Strategic Review will be held at the Contractor's premises to review progress through the year and agree priorities and objectives for the following two years. The Contractor's overall performance against each Activity shall be reviewed and anticipated future requirements under each Activity shall be discussed. The Authority shall chair the meeting and the Contractor shall provide Secretariat services. Draft minutes shall be supplied by the Contractor to the Authority for approval within the two weeks following the Strategic Review meeting.

Annual Strategic Review Report

A1.56 The Contractor shall submit an Annual Strategic Review report to the Authority two weeks prior to the Annual Strategic Review. The Annual Strategic Review Report shall include but not be limited to:

- (a) a statement on the status of each Activity under the Contract, identifying outstanding problems or delays and proposed resolutions.
- (b) a programme plan that indicates progress made against planned completion.
- (c) a summary of the future committed programme indicating milestones to be achieved.
- (d) a summary of all identified residual risks, risks resolved, solutions proposed and adopted.
- (e) a listing of all major problems outstanding and proposals for their resolution. Where trade-offs are proposed the effect on the overall programme against service requirements shall be presented.
- (f) a spend profile against each Activity and the total Contract spend overall (all figures to be Inc. VAT).
- (g) a summary of annual KPI performance metrics.
- (h) review of annual reports.

A1.57 The Contractor shall review the documentation listed in Schedule 28 and propose updated version for Authority approval no later than 10 working days in advance of each annual contract review, where the proposed document will be ratified for another year or further amendments proposed (whether or not the Contractor has proposed changes):

A1.58 If the Authority proposes amendments to the Contractor's proposals, all changes must be incorporated in full and submitted to the Authority for approval two weeks prior to the first Quarterly progress meeting of the following year, and the KPI target date and incentive payments will be deferred to this meeting.

A1.59 At this meeting, if all changes proposed by the Authority at annual review have been included correctly and no other substantive changes have been made, the Authority must approve the revised document. The Authority may not request further amendments to contract plan documents at this time.

A1.60 If changes still have not been correctly incorporated and the revised document submitted to the Authority for review two weeks prior to the first contract review meeting of the following reporting year, The Authority reserves the right to reject the revised proposals presented.

A1.61 The requirements at A1.58. do not apply in the case that the Authority demands changes to Contract Plans that will significantly affect the scope or scale of the contract or necessitate an amendment to the agreed monthly management fee. In such cases DEFCON 620 shall apply.

Performance Improvement Meetings

A1.62 The Authority may, if required, notify the Contractor of additional meetings to discuss performance improvement in the event of delivery slippage or failure to meet requirements. Contractor attendance at performance improvements meetings is mandatory.

Hand-over Package

A1.63 One month prior to the Contract completion date, or contract termination, the Contractor shall ensure that copies of all items including, but not limited to source data, software files and data-bases which contain information generated and used in support of the Contract, are available for delivery to a successor Contractor. If a successor Contractor is nominated, there will be a hand-over period during which the Contractor shall complete current work and the successor Contractor shall commence new work. The Contractor shall be required to liaise with the successor Contractor during this period, the duration of which will depend on the amount of current work but shall not exceed the period stated in the Contract Conditions.

Strategic Asset Management Plan

A1.64 The Contractor shall produce and maintain a Strategic Plan describing its long-term approach to managing its assets.

A1.65 The Strategic Asset Management Plan (SAMP) shall conform with ISO 55000 and the Institute of Asset Management methodology and structure. (Further details can be found on the [IAM.org website](http://IAM.org) "Asset Management – An Anatomy").

A1.66 In the context of this requirement Assets are defined as the solution (system or equipment) to the in-scope requirement. Where a supplier already has a SAMP it shall embody the Assets in scope of Motion Control.

A1.67 The Contractor shall deliver the initial draft SAMP within eight weeks of the Contract start date. Following a review from the Authority, the Contractor shall amend the SAMP within two weeks to gain approval.

Asset Management Plan

A1.68 The Contractor shall develop and maintain an Asset Management Plan (AMP) relating to Motion Control to ensure the continued operation of Motion Control in accordance with legislation, regulations and MOD policy requirements.

A1.69 The asset management plan shall conform with the Institute of Asset Management methodology and structure. (Further details can be found on the [IAM.org website](http://IAM.org) "Asset Management – An Anatomy")

A1.70 The plan shall include the following individual components:

- (a) Strategy & Planning
- (b) Asset Management Decision – Making
- (c) Life Cycle Delivery
- (d) Asset Information
- (e) Organisation & People
- (f) Risk and Review

A1.71 The Contractor shall coordinate with Authority and other Suppliers operating in connection with Motion Control to ensure that the Asset Management Plan is accurate.

A1.72 The Contractor shall provide support to the Authority in order to achieve successful approval of the Asset Management Plan and sub-components. This includes: Provision of all supporting project documentation (option studies, designs, business cases).

A1.73 The Contractor shall deliver the initial draft AMP within eight weeks of the Contract start date. Following a review from the Authority, the Contractor shall amend the AMP within two weeks to gain approval.

A1.74 The following (non-exhaustive) list provides an aide-memoire of typical elements to be considered as part of the asset management plan. (Further details can be found on the [IAM.org website](http://IAM.org) "Asset Management – An Anatomy")

- (a) Asset System Overview
- (b) Asset (System/Equipment) Schematic
- (c) Current Approach & Mod states
- (d) Asset life and spares status
- (e) Asset Through-Life Issues & Risks
- (f) Asset 'Red to Green' initiatives (highlighting improvements and innovations)
- (g) Information Register
- (h) Asset non-compliance report
- (i) Asset summary using Italian Flag (current,3,5,15 year windows)
- (j) Critical Spares Management Plan including critical spare list and supporting inventory.
- (k) Accessibility Register (non-compliance with Government legislation)
- (l) Business Continuity Plan
- (m) Conservation and sustainability management plan
- (n) Control of sub-contractors (four C's) Strategy
- (o) Conformance with own Strategic Asset Management Plan (SAMP)
- (p) Trend Analysis Report

4 Activity 2 – Supply Support

The Contractor shall be required to supply Articles, when ordered by the Authority, to mitigate the risks to availability of equipments and/or items arising from routine maintenance and unforeseen in-service failures.

Scope of Activity

A2.1 The Contractor shall supply Permanent Spares and Consumable Spares when ordered by the Authority. This may be by the Manufacture, Procurement or the Supply of Articles. 'Articles' means permanent spares and or consumable spares, with spares meaning equipment and or items as listed in Schedule 20.

A2.2 The Authority shall place Purchase Orders (POs) against the Contractor in accordance with the catalogue of firm prices for the supply of Articles listed in Schedule 26, Annex A.

A2.3 The Authority may submit a Request for Quotation (RFQ) in accordance with clause 15.

A2.4 The Authority requires the supply of Article(s) listed in Schedule 22. POs shall be placed by the Authority following the completion of the development of supply chain capability PDS Tasking, detailed Schedule 23, Annex A. Completion of activities will require the Authorities acceptance and authorisation in accordance with DEFCON 525 - Acceptance.

A2.5 Purchase Orders (POs) shall be placed by the Authority using the Electronic Purchasing System of Contracting, Purchasing & Finance (CP&F). POs will be sent to the Contractor in the form of a Child Blanket Purchase Agreement (CBPA) release. Each PO will generate a unique CBPA release number, referring as a minimum, to the Contract and details of the associated electronic PO. No work shall commence by the Contractor without receipt of such authorisation.

Amendments to the Order

A2.6 Should the Authority consider the following ammendments, the reduction of the quantity ordered, cancellation of the Order, changes to the reference(s) or packaging requirements etc prior to the Article(s) being delivered then the Authority shall request provisional costs. Should the Authority require such ammendments, the Authority will raise a revision to the appropriate Purchase Order which will constitute a formal amendment to that Purchase Order.

A2.7 In the event of a reduction of quantity or cancellation the Authority may be liable to pay reasonable cancellation costs incurred by the Contractor, subject to a limit of the value of the Article(s) value. The Contractor shall provide the Authority with a full breakdown of these costs within twenty (20) Business Days from receipt of the revised Purchase Order.

A2.8 In instances where the cancelled Purchase Order has Articles that are complete, part built, and/or parts have been procured to meet the cancelled/amended Purchase Order, then these Articles shall vest in the Authority in accordance with DEFCON 649 and shall be used to meet future requirements. Details of the Articles and/or parts consigned shall be provided to the Authority at the same time as the Contractor's breakdown of cancellation costs.

A2.9 Where packaging standards are increased above the level defined within the original Purchase Order, the Contractor shall submit a Firm Price quotation for any additional cost incurred to meet the new packaging standards within ten (10) Business Days from receipt of the revised Purchase Order. No additional work beyond the original agreed Purchase Order shall begin until the Authority has authorised any additional costs.

Diversion Orders

A2.10 When circumstances require the Article(s) to be diverted from the original consignment address direct to a vessel, the Authority shall amend the Purchase Order, detailing the revised consignment address.

A2.11 In circumstances where, given the need for immediate diversion, the Authority requires the Contractor to arrange direct transport (i.e. not on an ex-works basis), the Contractor will provide a Firm Price quotation for that transport and await further instructions from the Authority. Approval to commit to such direct transport will be facilitated through a revision to the Purchase Order.

A2.12 Diversion orders will be managed in accordance with DEFCON 113 – Diversion Orders.

Shelf Lived Articles

A2.13 Where the Authority places a Purchase Order for an Article(s) that has a shelf life then the Contractor shall ensure that the Article(s) has a minimum of 11/12ths of its shelf life remaining when first fitted to the equipment.

Concessions

A2.14 The Contractor shall supply Articles to the specification identified within the characteristics of the NATO Stock Number (NSN). The Contractor shall establish the latest drawing issue state and, where different to that identified by the NSN, notify the Authority to confirm the requirement. Should the Supplier wish to deliver a product to the Authority that does not comply in full of contract requirements a request for concession must be raised in accordance with the requirements of DEFSTAN 05-61 (Part 1) (issue 6). The request for concession shall include full and comprehensive details of the variation from the Specified Article, the impact on the safety of the equipment, the changes in the cost and shall indicate the benefits to the Authority of its acceptance. Requests for concession shall be submitted to the Authority's designated Quality Assurance Focal Point (QAFP).

A2.15 The Contractor is responsible for processing concession applications from their sub-contractors; this responsibility is to be flowed down to all levels of the supply chain. If the prime Contractor identifies that the application pertains to a major non-conformance, the Contractor must submit it to the Authority for a final decision. If the sub-contractor is the equipment Design Authority, the sub-contractor must indicate their support by endorsement of the concession application form. When the Authority has decided, the concession form is returned to the Contractor who will forward it to the sub-contractor.

A2.16 The Contractor is required to ensure suitable arrangements are in place with sub-contractors for the processing of major and minor non-conformances. The Authority may consider using the services of the Government Quality Assurance

Representative (GQAR) to ensure that the sub-contractor controls exercised by the Contractor are effective.

Testing

A2.17 All testing shall be carried out to the latest Production Test Specification in accordance with Def Stan 00-52 (Issue 4).

A2.18 The Authority may, at its discretion, attend any testing to review or witness the test processes and results.

A2.19 In accordance with Activity 1 the Contractor will maintain the testing equipment listed in Schedule 13.

Calibration

A2.20 Any Calibration required will demonstrate that the Article(s) meet the relevant specification. The calibrated Article(s) shall be supplied with a Calibration Certificate.

Packaging

A2.21 The Contractor shall comply with the requirements of Def Stan 81-41 (Parts 1 to 5) in respect of the packaging of Articles. Where an Article requires a Military level of packaging, such Articles shall be identified through the packaging code on the Purchase Order. The relevant packaging codes are:

Packaging Code	Packaging Level
05	UK Level J
06	UK Level N
07	UK Level P
08	Retail Trade Pack

A2.22 The Contractor shall either maintain Military Packager Approval Scheme (MPAS) certification/registration for the Term of this Contract or shall sub-contract such services to an MPAS certified/registered Company against the requirements set out for the design of Military level packaging in accordance with DEFCON 129. The Contractor shall notify the Authority if there is any change in the packaging authority or MPAS certification/registration during the Term of this Contract.

Handling

A2.23 It is MOD policy to provide protection for all electronic equipment deemed to be at risk from electrostatic discharge. The requirements for such protection are stated in BS EN 61340-5-1:2007 (Basic Specification for Protection of Electrostatic Sensitive Devices).

A2.24 Where static sensitive devices or assemblies are known to be or are suspected to be sensitive to static generated voltages, such Articles shall always be handled, identified and packed in accordance with the requirements of BS CECC 00015, Part 1:1991 (Handling of Electrostatic Sensitive Devices).

A2.25 Contractors engaged in the design, production, repair, servicing and packaging of equipment containing such Electrostatic Sensitive Devices are to provide adequate measures for protection. Similar facilities are also to be provided when their employees carry out work at a Government Establishment.

A2.26 Handbooks, Setting-to-Work Instructions and other equipment-related documents should include a "Warning Page" notifying the presence of Electrostatic Sensitive Devices. This page should appear, at least, in the Introduction and Maintenance Sections.

Storage

A2.27 The Contractor shall identify Articles that either require special storage requirements or have a shelf life. Details are to be clearly displayed on the packaging. The Contractor shall advise what in store maintenance is required for Articles supplied and the periodicity.

Distribution

A2.28 The Article(s) shall be delivered on an ex-works basis. The Consignee shall be identified on the Purchase Order.

Emergent Obsolescence

A2.29 If an Article request for supply is subject to emergent component obsolescence which creates unacceptable operational risk to the Authority, then all work on this item is to cease and the Authority is to be advised of the problem within five (5) Business Days of the cessation of work. The Authority will confirm the resolution process through written authorisation. The Contractors should also refer to the section on Obsolescence in Activity 1.

5 Activity 3 – Equipment Upkeep Management

The Contractor shall provide the required ‘Strip and Survey’ and Repair services for Articles listed within Annex A. This shall be authorised by Purchase Order(s) from the Authority. These services shall include, but not be limited to, the Diagnostics, Repair, Testing, Calibration, Packaging and Management of all Authority owned Articles sent to the Contractor.

Scope of Activity

A3.1 ‘Equipment Upkeep Management’ means the survey and repair of Articles detailed in Schedule 20.

A3.2 The Authority shall place Purchase Orders (POs) against the Contractor in accordance with the catalogue of firm prices for Strip and Surveys of Articles listed in Schedule 26, Annex B.

A3.3 The Authority may submit a Request for Quotation (RFQ) in accordance with clause 15 – Tasking Process for the Strip and Survey of items detailed in Schedule 20.

A3.4 Upon the acceptance of the Strip and Survey Reports in A3.2 or A3.3, the Authority may raise a PO(s) against the Contractor in accordance with Clause 13 – Payment and Recovery of Sums Due for the repair of the Article(s).

A3.5 Purchase Orders (POs) shall be placed by the Authority using the Electronic Purchasing System of Contracting, Purchasing & Finance (CP&F). POs will be sent to the Contractor in the form of a Child Blanket Purchase Agreement (CBPA) release. Each PO will generate a unique CBPA release number, referring as a minimum, to the Contract and details of the associated electronic PO. No work shall commence by the Contractor without receipt of such authorisation.

Amendments to the Order

A3.6 Should the Authority consider the following amendments, the reduction of the quantity ordered, cancellation of the Order, changes to the reference(s) or packaging requirements etc prior to the Article(s) being delivered then the Authority shall request provisional costs. Should the Authority require such amendments, the Authority will raise a revision to the appropriate Purchase Order which will constitute a formal amendment to that Purchase Order.

A3.7 In the event of a reduction of quantity or cancellation the Authority may be liable to pay reasonable cancellation costs incurred by the Contractor, subject to a limit of the value of the Article(s) value. The Contractor shall provide the Authority with a full breakdown of these costs within twenty (20) Business Days from receipt of the revised Purchase Order.

A3.8 In instances where the cancelled Purchase Order has Articles that are complete, part built, and/or parts have been procured to meet the cancelled/amended Purchase Order, then these Articles shall vest in the Authority in accordance with DEFCON 649 and shall be used to meet future requirements. Details of the Articles and/or parts consigned shall be provided to the Authority at the same time as the Contractor’s breakdown of cancellation costs.

A3.9 Where packaging standards are increased above the level defined within the original Purchase Order, the Contractor shall submit a Firm Price quotation for any additional cost incurred to meet the new packaging standards within five (5) Business Days from receipt of the revised Purchase Order. No additional work beyond the original agreed Purchase Order shall begin until the Authority has authorised any additional costs.

Issuing of Articles for Repair

A3.10 The Articles for assessment will be issued to the Contractor under Contract Work Item terms and should arrive at the Contractors works within fourteen (14) Business Days of the date of the Purchase Order. In the event that the Articles do not arrive within the timescales stated above, or required documentation is not provided, the Contractor shall notify the Authority by email and seek further instructions.

A3.11 Upon receipt of the Article(s), the Contractor shall undertake a preliminary assessment to determine whether the Article(s) are Beyond Repair.

A3.12 If the Article(s) is deemed as Beyond Repair the Contract shall generate form 650A to initiate disposal. Any items agreed to be disposed of are either to be disposed in the "best interests of the Crown", with any proceeds from the sale credited to the Authority or disposed of via the Defence Equipment Sales Agency (DSA).

A3.13 If the Article(s) is deemed Repairable then the Contractor shall:

- a) initiate the repair for Article(s) included within the catalogue of firm pricing,
- b) Initiate a strip and survey for Article(s) excluded from the catalogue of firm pricing. The strip and survey assessment will determine the extent of work required in order to return the Article(s) to an "as new" condition according to the following categories:

Categories of Repair

A3.14 The following categories will be used:

A3.15 **Category 1 – General** - the Article(s) are to be subjected to a scheduled Maintenance event.

A3.16 **Category 2 – Repair** - The Articles are to be stripped to the point of failure. A strip and survey report is to be provided together with a quotation to the Authority. The quotation shall utilise the agreed rates at Annex M2 to the Contract.

A3.17 **Category 3 – Minor Repair** - The Article(s) have been found to be repairable and are in a good material condition. The threshold for a Category 3 repair is considered to be no more than 25% of the new manufacture price.

A3.18 **Category 4 – Medium Repair** - The Article(s) have been found to be repairable but requires in-depth Maintenance including partial re-conditioning and modification. The threshold for a Category 4 repair is considered to be no more than 50% of the new manufacture price.

A3.19 **Category 5 – Major Repair** - The Article(s) have been found to be repairable but requires greater in-depth Maintenance including full reconditioning, major conversions or in-depth refurbishments. The threshold for a Category 5 repair is considered to be no more than 75% of the new manufacture price.

A3.20 **Category 6 - Minor Corrective Actions or No Fault Found** - The Articles(s) have been found to have no fault or could be repaired during the course of the strip and survey activity due to the simple nature of the fault and the associated low cost.

A3.21 **Category 7 - Beyond Economical Repair (BER)** - The BER threshold is set at a cost greater than the major repair price for the Article(s). Exceptionally it may be necessary because of operational reasons, to waive the BER Category. For example, if the item is in short supply and the lead time of a new build is not acceptable. The Authority will make a judgment on a case by case basis and will authorise repair as deemed appropriate. The cost of such a repair is to be negotiated. The Authority will advise the Contractor on the action to take with Articles found to be BER. Additional work will be tasked using the tasking process detailed in Activity 4 - (Post Design and Technical Services). Any items agreed to be disposed of are either to be disposed in the “best interests of the Crown”, with any proceeds from the sale credited to the Authority or disposed of via the Defence Sales Agency (DSA).

A3.22 ‘Beyond Repair’ means that the Article for repair is not repairable in any respect.

A3.23 ‘Beyond Economical Repair or BER’ means that the Article has been found to be repairable but the cost of doing so makes the repair uneconomic on financial grounds.

Emergent Obsolescence

A3.24 If the Article for repair is subject to emergent component obsolescence which creates unacceptable operational risk to the Authority then all work on this item is to cease and the Authority is to be advised of the problem within five (5) Business Days of the cessation of work. The revised actual cost and the revised timescale to affect the repair will be notified to the Authority within two (2) weeks of the date of cessation of the work. The repair can only continue after written authorisation has been received from the Authority. The Contractors should also refer to the section on Obsolescence in Activity 1.

Strip & Survey

A3.25 The Contractor shall issue a Strip and Survey report to confirm the scope and price of the repair work required. Upon receipt of the Strip and Survey Report, the Authority will decide whether to raise a separate Purchase Order for repair. Unless otherwise notified, the Contractor will include the cost and lead time of a new item within the Strip and Survey Report.

A3.26 Upon receipt of the separate Purchase Order the Contractor is to undertake the repair process in accordance with the agreed process and turnaround time.

A3.27 The lead time stated against each item will commence upon receipt of the separate Repair order by the Contractor. The lead times for each article from acceptance of order up to the date of dispatch to the Authority, or its nominated

agent, are Firm and detailed in the appropriate Annex(es) to this Contract. These lead times are the maximum timescales acceptable.

A3.28 Should the Authority require to reduce the quantity ordered, cancel the Order, change the reference(s) or packaging requirements etc prior to the item(s) being delivered then the Authority shall use an amendment to the Order via the BPA Release to notify the Contractor accordingly. The amended Order shall refer to the original BPA Release and shall constitute a formal amendment to the Order. In the event of a reduction of quantity or cancellation the Authority may be liable to pay reasonable cancellation cost incurred by the Contractor, subject to a limit of the value of the original requirement. The Contractor shall provide the Authority with a full breakdown of these costs within twenty Business Days from receipt of the amended/cancelled Order. In instances where the cancelled Order has articles that are complete, part built, and/or parts have been procured to meet the cancelled/amended Order, then these Articles shall be vested in the Authority to meet future requirements. Details of the Articles and/or parts consigned shall be provided to the Authority at the same time as the Contractor's breakdown of cancellation costs.

Strip and Survey Summary Report

A3.29 The Contractor shall deliver and maintain a summary record of Strip and Survey Assessments to support trend analysis in Activity 4. The Contractor shall deliver the Strip and Survey Summary Report template within six weeks of the Contract start date. Following a review from the Authority, the Contractor shall amend the report within two weeks to gain approval.

Diversion Orders

A3.30 When circumstances require the Article(s) to be diverted from the original consignment address direct to a vessel, the Authority shall amend the Purchase Order, detailing the revised consignment address.

A3.31 In circumstances where, given the need for immediate diversion, the Authority requires the Contractor to arrange direct transport (i.e. not on an ex-works basis), the Contractor will provide a Firm Price quotation for that transport and await further instructions from the Authority. Approval to commit to such direct transport will be facilitated through a revision to the Purchase Order.

Shelf Lived Articles

Where the Authority places a Purchase Order for an Article(s) that has a shelf life then the Contractor shall ensure that the Article(s) has a minimum of 11/12ths of its shelf life remaining when first fitted to the equipment.

Concessions

A3.32 The Contractor shall supply Articles to the specification identified within the characteristics of the NATO Stock Number (NSN). The Contractor shall establish the latest drawing issue state and, where different to that identified by the NSN, notify the Authority to confirm the requirement. Should the Supplier wish to deliver a product to the Authority that does not comply in full of contract requirements a request for concession must be raised in accordance with the requirements of DEFSTAN 05-61 (Part 1) (issue 6). The request for concession shall include full and comprehensive details of the variation from the Specified Article, the impact on the safety of the

equipment, the changes in the cost and shall indicate the benefits to the Authority of its acceptance. Requests for concession shall be submitted to the Authority's designated Quality Assurance Focal Point (QAFP).

A3.33 The Contractor is responsible for processing concession applications from their sub-contractors; this responsibility is to be flowed down to all levels of the supply chain. If the prime Contractor identifies that the application pertains to a major non-conformance, the Contractor must submit it to the Authority for a final decision. If the sub-contractor is the equipment Design Authority, the sub-contractor must indicate their support by endorsement of the concession application form. When the Authority has decided, the concession form is returned to the Contractor who will forward it to the sub-contractor.

A3.34 The Contractor is required to ensure suitable arrangements are in place with sub-contractors for the processing of major and minor non-conformances. The Authority may consider using the services of the Government Quality Assurance Representative (GQAR) to ensure that the sub-contractor controls exercised by the Contractor are effective.

Testing

A3.35 All testing shall be carried out to the latest Production Test Specification in accordance with Def Stan 00-52 (Issue 4). The Authority may, at its discretion, attend any testing to review or witness the test processes and results.

Calibration

A3.36 Any Calibration required will demonstrate that the Article(s) meet the relevant specification. The calibrated Article(s) shall be supplied with a Calibration Certificate.

Packaging

A3.37 The Contractor shall comply with the requirements of Def Stan 81-41 (Parts 1 to 5) in respect of the packaging of Articles. Where an Article requires a Military level of packaging, such Articles shall be identified through the packaging code on the Purchase Order. The relevant packaging codes are:

Packaging Code	Packaging Level
05	UK Level J
06	UK Level N
07	UK Level P
08	Retail Trade Pack

A3.38 The Contractor shall either maintain Military Packager Approval Scheme (MPAS) certification/registration for the Term of this Contract or shall sub-contract such services to an MPAS certified/registered Company against the requirements set out for the design of Military level packaging in accordance with DEFCON 129. The Contractor shall notify the Authority if there is any change in the packaging authority or MPAS certification/registration during the Term of this Contract.

Handling

A3.39 It is MOD policy to provide protection for all electronic equipment deemed to be at risk from electrostatic discharge. The requirements for such protection are stated in BS EN 61340-5-1:2007 (Basic Specification for Protection of Electrostatic Sensitive Devices).

A3.40 Where static sensitive devices or assemblies are known to be or are suspected to be sensitive to static generated voltages, such Articles shall always be handled, identified and packed in accordance with the requirements of BS CECC 00015, Part 1:1991 (Handling of Electrostatic Sensitive Devices).

A3.41 Contractors engaged in the design, production, repair, servicing and packaging of equipment containing such Electrostatic Sensitive Devices are to provide adequate measures for protection. Similar facilities are also to be provided when their employees carry out work at a Government Establishment.

A3.42 Handbooks, Setting-to-Work Instructions and other equipment-related documents should include a "Warning Page" notifying the presence of Electrostatic Sensitive Devices. This page should appear, at least, in the Introduction and Maintenance Sections.

Storage

A3.43 The Contractor shall identify Articles that either require special storage requirements or have a shelf life. Details are to be clearly displayed on the packaging. The Contractor shall advise what in store maintenance is required for Articles supplied and the periodicity.

Distribution

A3.44 The Article(s) shall be delivered on an ex-works basis. The Consignee shall be identified on the Purchase Order.

6 Activity 4 – Technical Services

The provision of Technical Services is a key component of the Support Contract. The Platform Equipment Delivery Team (PEDT) are required to maintain the design intent of the in-scope equipment in support of the System Design Authorities within ISM, with the Prime Contractor providing essential support to ensure the systems remain safe, available and capable.

Scope of Activity

A4.1 The Contractor shall provide Technical Services (TS) within the scope of the definitions in this Activity 4, to afford for the continuing mission capability and system availability.

A4.2 The Contractor shall provide Suitably Qualified and Experienced Personnel (SQEP) to carry out any such tasks authorised by the Authority. As far as is practicable, the Contractor should seek to ensure that the personnel deployed on a task remain the same throughout the period of that task. The Contractor shall generate a Resource Management Plan in accordance with A4.31.

A4.3 The Contractor may be required to attend a Government Establishments or platforms at sea and in doing so is reminded of their obligations under DEFCON 76 (Clause 16) to notify the Authority of any health and safety hazards, risks associated with such hazards, or precautions which should be taken emanating from such risks, resulting from work performed at a Government Establishment under the Contract. The Contractor should familiarise themselves with any entry restrictions, safety training or security clearances necessary for such attendance. If attendance at sea is required, the contractor will ensure all relevant qualifications, including Submarine Escape Tower Training (SETT) and medicals are up to date.

Attendance on in-service Submarines – known as “On-Site Support”

A4.4 Requirements to attend a platform in UK and non-UK waters (excluding CONDO areas) will be to carry out one or a combination of the following activities:

- (a) Conduct defect/issue investigation (as authorised by the Authority following a request – see below)
- (b) Resolve issues (as authorised by the Authority following a SS or Babcock request)
- (c) Approved System updates and modifications (as sponsored by the Authority, following Clearance to Embodiment and associated entry into a Maintenance Period’s Rolling Design Authority Requirement (RDAR)).
- (d) Checking and calibration of parameters and set points (will be planned within the RDAR)
- (e) Commissioning / setting to work.(Planned within the RDAR)
- (f) Configuration Audits (System Grooms and Health Checks) – planned within the RDAR.

A4.5 The PEDT Authority will ensure all visit requirements are promulgated to the relevant authority and platform. BAES staff visiting the platform will ensure adherence to all local, including platform, Legal, Regulatory and SH&E requirements and hold valid authorisation to carry out the proposed activity. All BAES staff will be SQEP for the specific task that they are undertaking and will understand the process involved in attendance and working on a submarine in ports and HM Naval Bases.

A4.6 The PEDT Authority will provide contact details for the Contractor who will, at the first opportunity, make contact with the platform representative and ensure the platform representative is aware of the completion of the specified task. The completion of the task will include the provision of documents detailing the changes to the systems and, if necessary, instruction on the new function/features and operation of the system.

A4.7 Electrical testing will be undertaken in accordance with DEF Stan 07-226 [Ref. 6]. Installation, Set to Work, and commissioning of equipment/systems will be undertaken in accordance with DEF Stan 08 -160 Issue 1 [Ref. 7].

A4.8 Confirmation of attendance will be forwarded, to the PEDT Authority via email within 24 hours of arrival on-site.

A4.9 The Contractor is required to generate a boat visit report following any visits to the platform. The boat visit report shall be generated within 30 working days on completion of the task and detail:

- (a) Work conducted.
- (b) Work remaining and urgency
- (c) Issues/Observations/Advisories

Defect Response

A4.10 The contractor may be requested to attend a Government Establishment from:

- (a) Babcock (the Repair Authority)
- (b) Ships Staff
- (c) ISM Design Authority
- (d) PEDT Equipment Authority

A4.11 The contractor shall record all visit requests within the ODE register detailed in the Off-Site Support within Activity 4. The Contractor shall only attend Government Establishments following approval from PEDT Equipment Authority or ISM Design Authority. The Contractor may be required to support Babcock defect rectification including but not limited to, post-rectification testing and commissioning.

A4.12 The Contractor may be required to be equipped with appropriate tooling and PPE during attendance at Government Establishments or onboard a platform at sea.

A4.13 For urgent, high profile, high category defects (e.g OPDEFS) the Contractor is required to attend site within 48-hour timescale (UK only) or specified within the Authorities request.

Systems Grooms

A4.14 System Grooms should be conducted annually on each of the in-service Platforms for key systems such as H&MC (scheduled into the relevant RDARs by the Authority). The contractor is requested to propose what a System Groom should entail and which equipment and systems would benefit this additional SME support, over and above normal Ship Staff or Babcock UMMS maintenance 6-weeks after contract signature.

Trials Support

A4.15 If requested by the Authority in accordance with Activity 5 (PDS Tasking), the Contractor may be required to support trials (alongside and at sea) The PDS Task may include but not be limited to,

- (a) analysis of data, including feedback
- (b) production of reports with recommendations
- (c) assessments of safety and risk
- (d) Ranking of options.

Installation, Setting to Work & Removal

A4.16 If requested by the Authority in accordance with Activity 5 (PDS Tasking), The Contractor may be required to embody updates and modification kits to systems and their associated equipment(s) including setting to work and commissioning. To support the removal of equipment and, where disposal is required, conduct such activity in accordance with environmental legislation which will apply in all cases and not be limited to PDS Tasks only.

Off-Site Support

A4.17 The Contractor shall provide any necessary support to ensure the continued and safe operation of the equipment covered under this SoSR by maintaining suitably qualified; security cleared and experienced engineers who shall:

- (a) Be contactable during core working hours Monday to Friday to discuss technical issues with Authority staff, across the range of equipment's within the scope and resolve any outstanding queries within a mutually agreed timescale; and
- (b) With the assistance of PEDT/ISM/Ship Staff and Forwards Support Unit (FSU) Staff, diagnose and rectify any defect or problems which can be rectified in situ on the equipment, and give informed advice to Ships Staff on the safe operation of the equipment.
- (c) The Contractor will generate and maintain an observation, defect and enquiries register recording all technical calls and emails received; the process for which will be agreed by the Contractor and the Authority. This will detail as a minimum: date and time query 'opened'; query description; originators name with title/rank; name of submarine/ship/facility the query relates to; details of all information

supplied; query status; Contractor personnel to action the query; date and time query closed. An acknowledgement of call receipt will be sent to the PEDT. The register will be provided to the PEDT at the end of each quarterly period.

Failure Analysis

A4.18 Intentionally left blank

A4.19 Intentionally left blank

Training

A4.20 The Contractor may be required to provide support to the development of training materials and the provision of training services and delivery of courses – this will be tasked by TAF as per Activity 5.

Testing Maintenance

A4.21 The Authority will supply test equipment listed at Schedule 13. The Contractor will maintain this equipment for the duration of the contract.

Obsolescence Management

A4.22 'Obsolescence Management' means the delegated responsibility of the Contractor to, on behalf of the Authority, produce and implement a forward-looking Obsolescence Management Plan (OMP). The Contractor is to screen, identify items at Risk, monitor and forward estimate market availability of Article(s) within Schedule 20. The OMP should identify at risk items up to 5 years into the future.

A4.23 The Contractor shall deliver the initial draft OMP within eight weeks of the Contract start date. Following a review from the Authority, the Contractor shall amend the OMP within two weeks to gain approval. The OMP shall be generated i.a.w IEC 62402.

A4.24 The contractor is required to include any Obsolescence risks within the project risk register detailed in Activity 1. Items are to be screened and categorized as follows:

- (a) Category "RED" (Close Control) – Items likely to become obsolete within 2 years or already obsolete.
- (b) Category "AMBER" (Regular Review) – Items likely to become obsolete within 5 years.
- (c) Category "GREEN" (Infrequent Review) – Items unlikely to become obsolete within 5 years.

A4.25 The Contractor shall undertake Obsolescence Impact Assessment (OIA) for all category "RED" and "AMBER" items identified in the screening process. The OIA process shall identify:

- (a) The obsolescence status of each article.

- (b) The impact of the article's obsolescence on equipment availability.
- (c) (Cat "RED" Only) Obsolescence Resolution Options (See Section 5.7 below).

Obsolescence Resolution Options and Action for Category "RED" Obsolescence Risks

A4.26 Where a Category "RED" Obsolescence risk is identified, The Contractor shall identify and propose solutions to address obsolescence impact in accordance with A4.27 & A4.28.

A4.27 The Contractor shall provide the following options as part of the core activities outlined in the Obsolescence Management Plan:

- (a) Where a fit, form and function alternative is available, which meets all the design requirements of the original article (including but not limited to power supplies, hazardous materials, reliability, interfaces etc.) provide detail of the product including product technical data sheet.
- (b) Life time buy of the obsolescent component based on predicted demand rates.
- (c) Repair of existing articles deemed BER

A4.28 If the Contractor cannot meet the requirement of A4.27, the Contractor shall investigate and propose an alternative solution, but with a different fit, form or function by way of a PDS task.

A4.29 In accordance with, A4.48, Once the Authority has recieved an alternative solution, the Authority will consider whether to issue a TAF Part A in accordance with Activity 5.

A4.30 The Contractor shall gain specific Authority approval to implement identified design changes, managed via PDS tasking IAW Activity 5.

Resource Management Plan

A4.31 The Contractor shall deliver an initial draft Resource Management Plan within eight weeks of the Contract start date. Following a review from the Authority, the Contractor shall amend the Resource Management Plan within two weeks to gain approval.

A4.32 The contractor shall maintain the Resource Management Plan In accordance with Clause 26 of the contract.

A4.33 The Resource management plan must include as a minimum:

- (a) an Organisation Chart detailing key resource
- (b) a Fallback plan if key resource is un-available temporarily or permanently

- (c) a plan to manage the transfer of skills and retention of knowledge, and
- (d) a Succession Plan for Key resource

7 Activity 5 – Post Design Services

Scope of Activity

A5.1 The Contractor shall provide, as tasked by the Authority, Post Design Services (PDS) within the scope of the definitions in this Activity 5 to afford for the continuing mission capability and system availability. The tasking form is listed in Schedule 16.

A5.2 The Contractor shall provide Suitably Qualified and Experienced Personnel (SQEP) to carry out any such tasks authorised by the Authority. As far as is practicable, the Contractor should seek to ensure that the personnel deployed on a task remain the same throughout the period of that task.

A5.3 The Contractor may be required to attend a Government Establishment and in doing so is reminded of their obligations under DEFCON 76 to notify the Authority of any health and safety hazards, risks associated with such hazards, or precautions which should be taken emanating from such risks, resulting from work performed at a Government Establishment under the Contract. The Contractor should familiarise themselves with any entry restrictions, safety training or security clearances necessary for such attendance.

A5.4 The Contractor will be required to support the following typical, but not exclusive, PDS activities:

- (a) **Requirements Capture** – ODPEFS, S2022s, ECRs, LFE, Design Changes etc;
- (b) **Documentation Updates** - to update drawings and support documentation including Ships' datum pack drawings associated with the introduction of approved modifications and minor amendments in accordance with Def Stans 05-10, 02-40 – Part 1 (Issue 1) and 02-40 – Part 3 (Issue 1);
- (c) **Develop Design Solutions** – development of design changes; hold design reviews;
- (d) **Design Implementation** – update equipment; update held registers/databases; environmental analysis/testing;
- (e) **Equipment Sponsorship & Design** – to investigate design shortcomings, defect reports, equipment failures and operating problems reported by Ships staff as directed by the Authority;

- (f) **Equipment Modifications** – to design, develop and test modifications for the equipment and their installations. Modification embodiment instructions are to include in-situ test instructions to confirm the correct operation of the new or revised facilities; and
- (g) **Obsolescence** - to investigate component obsolescence and design appropriate modifications to accommodate changes with minimal disruption to existing equipment's and without compromising safety, system operation or facilities without the approval of the Authority.
- (h) **Reliability Centred Maintenance (RCM)** - RCM reviews will meet the requirements of DEFSTAN 00-45, Parts 1 and 2, Issue 3, and Part 3, Issue 2. The RCM elements that may be covered under TAF will include, but not limited to:
 - a. Failure modes effects and criticality analysis (FMECA).
 - b. Data recording and corrective action system (DRACAS) implementation.
 - c. Maintenance/maintainability initial assessment in accordance with RCM/UMMS methodology.
 - d. Review and updating of JICs.

A5.5 The Contractor has the opportunity to propose PDS activities with the aim of improving the capability or availability of the systems, particularly following Root Cause analysis outlined in Activity 4.

A5.6 The Contractor is required to supply sufficient evidence of completion of PDS Activities. The Authority shall review evidence supplied by the Contractor prior to authorisation.

A5.7 The Authority has detailed proposed Initial PDS Tasks within Schedule 23 Annex A.

A5.8 The Authority has detailed proposed Planned PDS Tasks within Schedule 23 Annex B.



Submarine
Delivery Agency

Schedule 10

SDA/PEDT/701107374

Security Aspects Letter



Schedule 10 – Security Aspects Letter



SDA-PEDT-SMS-PM1

CIV: [REDACTED]

Mil: [REDACTED]



Submarine Delivery Agency
Ash 1B, #3112
MOD Abbey Wood
Bristol BS34 8JH



24th November 2021 Ref:
SDA/PEDT/701107374v0.3

CONTRACT NO: SDA/PEDT/701107374 – RESTORE MOTION CONTROL SUPPORT SOLUTION - SECURITY ASPECTS LETTER

Reference:

- A. HMG Security Policy Framework, Version 1.1 dated May 2018.¹
- B. Ministry Of Defence Industry Security Notices (ISN)²
- C. Naval Platforms Security Grading Guide (NPSGG) DBR-DefSy(S&T)/24/3/2
ISSUE 3.1, February 2021
- D. CSSE Security Instructions T2034 Issue 9 March 2018

For the personal attention of:

[REDACTED]

* REDACTED elements due to FOIA, Section 40, Personal Information

Dear Sirs,

1. This Security Aspects Letter (SAL) provides overarching cover for all elements undertaken as part of the above-named contract
2. In this SAL, “you” or “your” means BAE Systems Maritime Limited and that the highest protective classification of information that you may be required to handle and protect under the above-named contract is OFFICIAL-SENSITIVE.

¹ This document can be accessed at <https://www.gov.uk/government/publications/security-policy-framework>.

² <https://www.gov.uk/government/publications/industry-security-notices-isns>

3. On behalf of the Secretary of State for Defence, I hereby give you notice of the information or assets connected with, or arising from, the referenced Contract that constitute classified material.
4. Aspects that constitute OFFICIAL-SENSITIVE for the purpose of DEFCON 660 are specified below. These aspects must be fully safeguarded. The enclosed Security Condition outlines the minimum measures required to safeguard OFFICIAL-SENSITIVE assets and information.
 - a. OFFICIAL-SENSITIVE - Motion Control Documentation
 - b. OFFICIAL-SENSITIVE - Motion Control Software (including Test Equipment)
 - c. OFFICIAL-SENSITIVE - Motion Control Design Data
5. Your attention is drawn to the provisions of the Official Secrets Act 1911-1989 in general, and specifically to the provisions of Section 2 of the Official Secrets Act 1911 (as amended by the Act of 1989). In particular you should take all reasonable steps to make sure that all individuals employed on any work in connection with this Contract have notice of the above specified aspects and that the aforementioned statutory provisions apply to them and will continue to apply after completion or earlier termination of the contract
6. If any security incident occurs to classified information related to this contract the details of the incident shall be immediately reported in accordance with paragraphs 24 & 25 of the Security Condition referred to in Annex A below.
7. Any access to information on MOD premises that may be needed will be in accordance with MOD security regulations under the direction of the MOD Project Officer. in accordance with DEFCON 76.
8. The enclosed security condition Annex A, outlines the minimum measures required to safeguard OFFICIAL and OFFICIAL SENSITIVE information
9. As this contract will handle MoD Identifiable Information (Annex B), DEFCON 658 will apply. In accordance with DEFSTAN 05-138 the MoD Project Manager will initiate a Cyber Risk Assessment. You will need to respond to this Risk Assessment by completing a Supplier Assurance Questionnaire to demonstrate compliance.
10. Will you please confirm that:
 - a. This definition of the classified aspects of the referenced Contract has been brought to the attention of the person directly responsible for security of classified materiab.
 - b. The definition is fully understood.
 - c. Measures can, and will, be taken to safeguard the classified aspects identified herein in accordance with applicable national laws and regulations. [The requirement and obligations set out above and in any contractual document

can and will be met and that the classified information shall be protected in accordance with applicable national laws and regulations.]

- d. All employees of the company who will have access to classified information have either signed the OSA Declaration Form in duplicate and one copy is retained by the Company Security Officer or have otherwise been informed that the provisions of the OSA apply to all classified information and assets associated with this contract.

11. If you have any difficulty either in interpreting this definition of the classified aspects or in safeguarding them, will you please let me know immediately.

12. Classified Information associated with this Contract must not be published or communicated to anyone without the approval of the MOD Contracting Authority.

Yours faithfully,

[REDACTED]

SDA-PEDT-SMS-PM1

Distribution:

[REDACTED]

[REDACTED]

Copy via
email to:

[REDACTED]

* REDACTED elements due to FOIA, Section 40, Personal Information

Annexes:

- A. Security Conditions
- B. MOD Identifiable Information
- C. Acceptance of Security Aspects Letter (SAL)

UK OFFICIAL AND UK OFFICIAL-SENSITIVE CONTRACTUAL SECURITY CONDITIONS

Purpose

1. This document provides guidance for Contractors where classified material provided to or generated by the Contractor is graded UK OFFICIAL or UK OFFICIAL-SENSITIVE. Where the measures requested below cannot be achieved or are not fully understood, further advice should be sought from the UK Designated Security Authority (Email: SPODSR-STInd@mod.gov.uk).

Definitions

2. The term "Authority" for the purposes of this Annex means the HMG Contracting Authority.

3. The term "Classified Material" for the purposes of this Annex means classified information and assets.

Security Grading

4. The SENSITIVE caveat is used to denote UK OFFICIAL material that is of a particular sensitivity and where there is a need to reinforce the 'need to know'. The Security Aspects Letter, issued by the Authority shall define the UK OFFICIAL-SENSITIVE material that is provided to the Contractor, or which is to be developed by it, under this Contract. The Contractor shall mark all UK OFFICIAL and UK OFFICIAL-SENSITIVE documents which it originates or copies during the Contract with the applicable security grading.

Security Conditions

5. The Contractor shall take all reasonable steps to adhere to the provisions specified in the Contract or listed in this Annex. The Contractor shall make sure that all individuals employed on any work in connection with the Contract have notice that these provisions apply to them and shall continue so to apply after the completion or earlier termination of the Contract. The Authority must state the data retention periods to allow the Contractor to produce a data management policy. If you are a Contractor located in the UK your attention is also drawn to the provisions of the Official Secrets Acts 1911 to 1989 in general, and to the provisions of Section 2 of the Official Secrets Act 1911 (as amended by the Act of 1989) in particular.

Protection of UK OFFICIAL and UK OFFICIAL-SENSITIVE Classified Material

6. The Contractor shall protect UK OFFICIAL and UK OFFICIAL-SENSITIVE material provided to or generated by it in accordance with the requirements detailed in this Security Condition and any other conditions that may be specified by the Authority. The Contractor shall take all reasonable steps to prevent the loss or compromise of classified material whether accidentally or from deliberate or opportunist attack.

7. Once the Contract has been awarded, where Contractors are required to store or process UK MOD classified information electronically, they are required to register

the IT system onto the Defence Assurance Risk Tool (DART). Details on the registration process can be found in the 'Industry Security Notices (ISN)' on Gov.UK website. ISNs 2017/01, 04 and 06, Defence Condition 658 and Defence Standard 05-138 details the DART registration, IT security accreditation processes, risk assessment/management and Cyber security requirements which can be found in the following links:

<https://www.gov.uk/government/publications/industry-security-notices-isns>.
<http://dstan.gateway.isg-r.r.mil.uk/standards/defstans/05/138/000002000.pdf>
<https://www.gov.uk/government/publications/defence-condition-658-cyber-flow-down>

8. All UK classified material including documents, media and other assets must be physically secured to prevent unauthorised access. When not in use UK OFFICIAL and UK OFFICIAL-SENSITIVE material shall be handled with care to prevent loss or inappropriate access. As a minimum UK OFFICIAL-SENSITIVE material shall be stored under lock and key and shall be placed in a lockable room, cabinets, drawers or safe and the keys/combinations shall be subject to a level of control.

9. Disclosure of UK OFFICIAL and UK OFFICIAL-SENSITIVE material must be strictly controlled in accordance with the "need to know" principle. Except with the written consent of the Authority, the Contractor shall not disclose the Contract or any provision thereof to any person other than to a person directly employed by the Contractor or sub-Contractor.

10. Except with the consent in writing of the Authority the Contractor shall not make use of the Contract or any information issued or provided by or on behalf of the Authority otherwise than for the purpose of the Contract, and, same as provided for in paragraph 8 above, the Contractor shall not make use of any article or part thereof similar to the articles for any other purpose.

11. Subject to any intellectual property rights of third parties, nothing in this Security Condition shall restrict the Contractor from using any specifications, plans, drawings and other documents generated outside of this Contract.

12. Any samples, patterns, specifications, plans, drawings or any other documents issued by or on behalf of the Authority for the purposes of the Contract remain the property of the Authority and must be returned on completion of the Contract or, if directed by the Authority, destroyed in accordance with paragraph 34.

Access

13. Access to UK OFFICIAL and UK OFFICIAL-SENSITIVE material shall be confined to those individuals who have a "need-to-know", have been made aware of the requirement to protect the information and whose access is essential for the purpose of their duties.

14. The Contractor shall ensure that all individuals requiring access to UK OFFICIAL-SENSITIVE information have undergone basic recruitment checks. This should include establishing proof of identity; confirming that they satisfy all legal requirements for employment by the Contractor; and verification of their employment record. Criminal record checks should also be undertaken where permissible under national/local laws and regulations. This is in keeping with the core principles set out in the UK Government (HMG) Baseline Personnel Security Standard (BPSS) which can be found at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/714002/HMG_Baseline_Personnel_Security_Standard_-_May_2018.pdf

Hard Copy Distribution

15. UK OFFICIAL and UK OFFICIAL-SENSITIVE documents may be distributed, both within and outside Contractor premises in such a way as to make sure that no unauthorised person has access. It may be sent by ordinary post in a single envelope. The words UK OFFICIAL or UK OFFICIAL-SENSITIVE must not appear on the envelope. The envelope must bear a stamp or marking that clearly indicates the full address of the office from which it was sent. Commercial Couriers may be used.

16. Advice on the distribution of UK OFFICIAL-SENSITIVE documents abroad or any other general advice including the distribution of UK OFFICIAL-SENSITIVE shall be sought from the Authority.

Electronic Communication and Telephony and Facsimile Services

17. UK OFFICIAL information may be emailed unencrypted over the internet. UK OFFICIAL-SENSITIVE information shall normally only be transmitted over the internet encrypted using either a National Cyber Security Centre (NCSC) Commercial Product Assurance (CPA) cryptographic product or a UK MOD approved cryptographic technique such as Transmission Layer Security (TLS). In the case of TLS both the sender and recipient organisations must have TLS enabled. Details of the required TLS implementation are available at:

<https://www.ncsc.gov.uk/guidance/tls-external-facing-services>

Details of the CPA scheme are available at:

<https://www.ncsc.gov.uk/scheme/commercial-product-assurance-cpa>

18. Exceptionally, in urgent cases UK OFFICIAL-SENSITIVE information may be emailed unencrypted over the internet where there is a strong business need to do so, but only with the prior approval of the Authority. However, it shall only be sent when it is known that the recipient has been made aware of and can comply with the requirements of these Security Conditions and subject to any explicit limitations that the Authority require. Such limitations including any regarding publication, further circulation or other handling instructions shall be clearly identified in the email sent with the material.

19. UK OFFICIAL information may be discussed on fixed and mobile telephones with persons located both within the country of the Contractor and overseas. UK OFFICIAL-SENSITIVE information may be discussed on fixed and mobile telephones only where there is a strong business need to do so and only with the prior approval of the Authority.

20. UK OFFICIAL information may be faxed to recipients located both within the country of the Contractor and overseas, however UK OFFICIAL-SENSITIVE information may be transmitted only where there is a strong business case to do so and only with the prior approval of the Authority.

Use of Information Systems

21. The detailed functions that must be provided by an IT system to satisfy the minimum requirements cannot all be described here in specific detail; it is for the implementers to identify possible means of attack and ensure proportionate security mitigations are applied to prevent a successful attack.

22. The Contractor should ensure 10 Steps to Cyber Security (Link below) is applied in a proportionate manner for each IT and communications system storing, processing or generating UK OFFICIAL or UK OFFICIAL-SENSITIVE information. The Contractor should ensure competent personnel apply 10 Steps to Cyber Security.

<https://www.ncsc.gov.uk/guidance/10-steps-cyber-security>.

23. As a general rule, any communication path between an unauthorised user and the data can be used to carry out an attack on the system or be used to compromise or ex-filtrate data.

24. Within the framework of the 10 Steps to Cyber Security, the following describes the minimum security requirements for processing and accessing UK OFFICIAL-SENSITIVE information on IT systems.

a. Access. Physical access to all hardware elements of the IT system is to be strictly controlled. The principle of “least privilege” will be applied to System Administrators. Users of the IT System (Administrators) should not conduct ‘standard’ User functions using their privileged accounts.

b. Identification and Authentication (ID&A). All systems are to have the following functionality:

(1). Up-to-date lists of authorised users.

(2). Positive identification of all users at the start of each processing session.

c. Passwords. Passwords are part of most ID&A security measures. Passwords are to be “strong” using an appropriate method to achieve this, e.g. including numeric and “special” characters (if permitted by the system) as well as alphabetic characters.

d. Internal Access Control. All systems are to have internal Access Controls to prevent unauthorised users from accessing or modifying the data.

e. Data Transmission. Unless the Authority authorises otherwise, UK OFFICIAL-SENSITIVE information may only be transmitted or accessed electronically (e.g. point to point computer links) via a public network like the Internet, using a CPA product or equivalent as described in paragraph 16 above.

f. Security Accounting and Audit. Security relevant events fall into two categories, namely legitimate events and violations.

(1). The following events shall always be recorded:

(a) All log on attempts whether successful or failed,

(b) Log off (including time out where applicable),

(c) The creation, deletion or alteration of access rights and privileges,

(d) The creation, deletion or alteration of passwords.

(2). For each of the events listed above, the following information is to be recorded:

(a) Type of event,

(b) User ID,

(c) Date & Time,

(d) Device ID.

The accounting records are to have a facility to provide the System Manager with a hard copy of all or selected activity. There also must be a facility for the records to be printed in an easily readable form. All security records are to be inaccessible to users without a need to know. If the operating system is unable to provide this then the equipment must be protected by physical means when not in use i.e. locked away or the hard drive removed and locked away.

g. Integrity & Availability. The following supporting measures are to be implemented:

(1). Provide general protection against normally foreseeable accidents/mishaps and known recurrent problems (e.g. viruses and power supply variations),

(2). Defined Business Contingency Plan,

(3). Data backup with local storage,

(4). Anti-Virus Software (Implementation, with updates, of an acceptable industry standard Anti-virus software),

(5). Operating systems, applications and firmware should be supported,

(6). Patching of Operating Systems and Applications used are to be in line with the manufacturers recommended schedule. If patches cannot be applied an understanding of the resulting risk will be documented.

h. Logon Banners. Wherever possible, a "Logon Banner" will be provided to summarise the requirements for access to a system which may be needed to institute legal action in case of any breach occurring. A suggested format for the text (depending on national legal requirements) could be:

"Unauthorised access to this computer system may constitute a criminal offence"

i. Unattended Terminals. Users are to be automatically logged off the system if their terminals have been inactive for some predetermined period of time, or systems must activate a password protected screen saver after 15 minutes of inactivity, to prevent an attacker making use of an unattended terminal.

j. Internet Connections. Computer systems must not be connected direct to the Internet or "un-trusted" systems unless protected by a firewall (a software based

personal firewall is the minimum but risk assessment and management must be used to identify whether this is sufficient).

k. Disposal. Before IT storage media (e.g. disks) are disposed of, an erasure product must be used to overwrite the data. This is a more thorough process than deletion of files, which does not remove the data.

Laptops

25. Laptops holding any UK OFFICIAL-SENSITIVE information shall be encrypted using a CPA product or equivalent as described in paragraph 16 above.

26. Unencrypted laptops and drives containing personal data are not to be taken outside of secure sites¹. For the avoidance of doubt the term “drives” includes all removable,

recordable media e.g. memory sticks, compact flash, recordable optical media (CDs and DVDs), floppy discs and external hard drives.

27. Any token, touch memory device or password(s) associated with the encryption package is to be kept separate from the machine whenever the machine is not in use, left unattended or in transit.

28. Portable CIS devices holding the Authorities’ data are not to be left unattended in any public location. They are not to be left unattended in any motor vehicles either in view or in the boot or luggage compartment at any time. When the vehicle is being driven the CIS is to be secured out of sight in the glove compartment, boot or luggage compartment as appropriate to deter opportunist theft.

Loss and Incident Reporting

29. The Contractor shall immediately report any loss or otherwise compromise of any OFFICIAL or OFFICIAL-SENSITIVE material to the Authority. In addition any loss or otherwise compromise of any UK MOD owned, processed or UK MOD Contractor generated UK OFFICIAL or UK OFFICIAL-SENSITIVE material is to be immediately reported to the UK MOD Defence Industry Warning, Advice and Reporting Point (WARP), within the Joint Security Co-ordination Centre (JSyCC) below. This will assist the JSyCC in formulating a formal information security reporting process and the management of any associated risks, impact analysis and upward reporting to the UK MOD’s Chief Information Officer (CIO) and, as appropriate, the Contractor concerned. The UK MOD WARP will also advise the Contractor what further action is required to be undertaken.

JSyCC WARP Contact Details Email: [REDACTED] (OFFICIAL with no NTK restrictions) RLI Email: [REDACTED]

Telephone (Office hours): +44 (0) [REDACTED]

JSyCC Out of hours Duty Officer: +44 (0) [REDACTED]

Mail: [REDACTED]

[REDACTED]

[REDACTED]

* REDACTED elements due to FOIA, Section 40, Personal Information

30. Reporting instructions for any security incidents involving MOD classified material can be found in Industry Security Notice 2017/03 as may be subsequently updated at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/651683/ISN_2017-03_-_Reporting_of_Security_Incidents.pdf

Sub-Contracts

31. Where the Contractor wishes to sub-contract any elements of a Contract to sub-Contractors within its own country or to Contractors located in the UK such sub-contracts will be notified to the Contracting Authority. The Contractor shall ensure that these Security Conditions are incorporated within the sub-contract document.

32. The prior approval of the Authority shall be obtained should the Contractor wish to sub-contract any UK OFFICIAL-SENSITIVE elements of the Contract to a sub-Contractor facility located in another (third party) country. The first page of Appendix 5 (MOD Form 1686 (F1686) of the Security Policy Framework Contractual Process chapter is to be used for seeking such approval. The MOD Form 1686 can be found at Appendix 5 at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/710891/2018_May_Contractual_process.pdf

33. If the sub-contract is approved, the Contractor will flow down the Security Conditions in line with paragraph 30 above to the sub-Contractor. Contractors located overseas may seek further advice and/or assistance from the Authority with regards the completion of F1686.

Publicity Material

34. Contractors wishing to release any publicity material or display hardware that arises from a Contract to which these Security Conditions apply must seek the prior approval of the Authority. Publicity material includes open publication in the Contractor's publicity literature or website or through the media; displays at exhibitions in any country; lectures or symposia; scientific or technical papers, or any other occasion where members of the general public may have access to the information even if organised or sponsored by the UK Government

Physical Destruction

35. As soon as no longer required, UK OFFICIAL and UK OFFICIAL-SENSITIVE material shall be destroyed in such a way as to make reconstitution very difficult or impossible, for example, by burning, shredding or tearing into small pieces. Advice shall be sought from the Authority when information/material cannot be destroyed or, unless already authorised by the Authority, when its retention is considered by the Contractor to be necessary or desirable. Unwanted UK OFFICIAL-SENSITIVE information/material which cannot be destroyed in such a way shall be returned to the Authority.

Interpretation/Guidance

36. Advice regarding the interpretation of the above requirements should be sought from the Authority.

37. Further requirements, advice and guidance for the protection of UK classified information at the level of UK OFFICIAL-SENSITIVE may be found in Industry Security Notices at:

<https://www.gov.uk/government/publications/industry-security-notices-isns>

Audit

38. Where considered necessary by the Authority the Contractor shall provide evidence of compliance with this Security Condition and/or permit the inspection of the Contractors processes and facilities by representatives of the Contractors' National/Designated Security Authorities or the Authority to ensure compliance with these requirements.

PSA

39. The term "PSA Data" means any information exchanged between the US and the UK in order to fulfil obligations and commitments of the PSA. PSA Data includes, but is not limited to: technical, financial, or programmatic data. PSA technical data is information about equipment, supplies, and services.

MOD IDENTIFIABLE INFORMATION

1. For the purpose of the DCP, the definition of MOD Identifiable Information is:

All Electronic Information (as defined in DEFCON 658) which is attributed to or could identify an existing or proposed MOD capability, Defence activities or personnel and which the MOD requires to be protected against loss, misuse, corruption, alteration and unauthorised disclosure.

2. The list of illustrative criteria below is a guide of the factors to consider when deciding if a requirement is within the scope of MOD Identifiable Information. It is not a definitive list and one must consider each requirement on a case-by-case basis, and adopt a reasonable, pragmatic and proportionate approach when deciding what is classed within scope.

3. Information will not be considered to be MOD Identifiable Information where it is already in the public domain, other than by a breach of any contractual or common law duty of confidentiality.

Illustrative Criteria Information which would typically be excluded from MOD Identifiable Information (unless notified otherwise in writing)
Contract Name (unless specified in a contract specific Security Aspects Letter (SAL)) Contract Number (unless specified in a contract specific SAL) Quantity and Delivery schedule (unless specified in a contract specific SAL) Delivery Address (unless specified in a contract specific SAL) DEFCONs and Def Stans Standard Contract Text AQAP Quality Conditions Standard Industry / Commercial accreditation (e.g. BS Standards) Company Proprietary Information COTS (Commercial Off the Shelf) product information
Information which would typically be included in MOD Identifiable Information (unless notified otherwise in writing)
MOD Statements of Work (SOW) MOD Technical Requirements MOD Acceptance and Test Parameters (and corresponding results) MOD Drawings and documents MOD Interface Drawings / Documents Documents marked as OFFICIAL SENSITIVE or with any form of handling instruction Anything covered by a SAL (which always take precedence) Foreground Intellectual Property Personal Data / Medical records and all information covered by the Data Protection Act (DPA) Firmware / Software deliverables MOD Marked Property and Equipment, including "free issue" and temporary loan assets (Government Furnished Equipment (GFE)) Contract Data Requirements List (CDRL) i.e. data deliverables Industry provide to the MOD under the contract and which effectively become MOD property.

From:

[REDACTED]

To:

[REDACTED]

* REDACTED elements due to FOIA, Section 40, Personal Information

**ACCEPTANCE OF SECURITY ASPECTS LETTER FOR: SDA/PEDT/701107374 –
AUTOPILOTS, MOTION CONTROL, DEPTH INDICATION AND HOVER COMPENSATE
EQUIPMENT (T AND V CLASS), SPARES AND REPAIRS**

Receipt of the above SAL is acknowledged. On behalf of
.....

I confirm that:

- a. The definitions are understood in the context of the references quoted in the above SAL and, together with all the security requirements in this SAL, will be briefed accordingly to all individuals who will be working on this contract/task or who whilst not directly working on it, require access to contract/project information, and meet all security and access requirements for this, including need to know, clearance and nationality.
- b. The above definition of OFFICIAL-SENSITIVE matter of the contract, and all the security requirements in this SAL, has been brought to the attention of the person directly responsible for the security of this contract.
- c. Measures can, and will, be taken to safeguard the Controlled Material and OFFICIAL-SENSITIVE Matter.
- d. Individual need to know and access requirements in relation to the VSR programme, are strictly role-based, and therefore automatically rescinded on job change or departure and recorded for audit purposes.
- e. All conditions and requirements in this SAL will be complied with.

Signed by:on Date:

Print Name:

.....

Job Title



Submarine
Delivery Agency

Schedule 11

SDA/PEDT/701107374

Contract Data Requirements



Schedule 11 – Contract Data Requirements

Ministry of Defence

CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> PEDT/701107374	2. <u>CDR Number</u> 1	3. <u>Data Category</u> Manufacture and Supply of Equipment and Services	4. <u>Contract Delivery Date</u>
5. <u>Equipment/Equipment Subsystem Description</u> SUBMARINE CONTROL AND DEPTH INDICATION EQUIPMENTS (K400/K800)		6. <u>General Description of Data Deliverable</u> Manufacturers Data Pack Manufacturers / Service Drawings Manufacturers Handbook Test and Calibration Specifications	
7. <u>Purpose for which data is required</u> Configuration management of equipment. Competitive tendering for manufacture and / or supply of equipment.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 DEFCON 21 b. <u>Special IP Conditions</u>	
9. <u>Update/Further Submission Requirements</u> Updated documentation is required where the MOD project manager or contractor considers any change to the equipment is significant enough that warrants the update.			
10. <u>Medium of Delivery</u> Microsoft Office Compatible files via Email.		11. <u>Number of Copies</u> 1	

Ministry of Defence

CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> PEDT/701107374	2. <u>CDR Number</u> 2	3. <u>Data Category</u> Maintenance	4. <u>Contract Delivery Date</u>
5. <u>Equipment/Equipment Subsystem Description</u> SUBMARINE CONTROL AND DEPTH INDICATION EQUIPMENTS (K400/K800)		6. <u>General Description of Data Deliverable</u> Maintenance Data Pack Illustrated Parts Catalogue Planned Maintenance Schedule Test and Calibration Specifications Manufacturers / Service Drawings Manufacturers Handbook	
7. <u>Purpose for which data is required</u> 1 st and 2 nd level maintenance of the equipment by or for the Services		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 16 DEFCON 21 b. <u>Special IP Conditions</u>	
9. <u>Update/Further Submission Requirements</u> Updated documentation is required where the MOD project manager or contractor considers any change to the equipment is significant enough that warrants the update.			
10. <u>Medium of Delivery</u> Microsoft Office Compatible files via Email.		11. <u>Number of Copies</u> 1	

Ministry of Defence

CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> PEDT/701107374	2. <u>CDR Number</u> 3	3. <u>Data Category</u> Operating	4. <u>Contract Delivery Date</u>
5. <u>Equipment/Equipment Subsystem Description</u> SUBMARINE CONTROL AND DEPTH INDICATION EQUIPMENTS (K400/K800)		6. <u>General Description of Data Deliverable</u> Operating Manual Manufacturers Handbook Safety Case / Hazard Log	
7. <u>Purpose for which data is required</u> Operation of the equipment by or for the Services		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 DEFCON 21 b. <u>Special IP Conditions</u>	
9. <u>Update/Further Submission Requirements</u> Updated documentation is required where the MOD project manager or contractor considers any change to the equipment is significant enough that warrants the update.			
10. <u>Medium of Delivery</u> Microsoft Office Compatible files via Email.		11. <u>Number of Copies</u> 1	

Ministry of Defence

CONTRACT DATA REQUIREMENT

1. <u>ITN/Contract Number</u> PEDT/701107374	2. <u>CDR Number</u> 4	3. <u>Data Category</u> Safety and Environmental	4. <u>Contract Delivery Date</u>
5. <u>Equipment/Equipment Subsystem Description</u> SUBMARINE CONTROL AND DEPTH INDICATION EQUIPMENTS (K400/K800)		6. <u>General Description of Data Deliverable</u> Equipment Level Hazard Log Equipment Safety and Environmental Case and Report Format IAW DSA02-DMR & JSP 418	
7. <u>Purpose for which data is required</u> <p>New to service or modified equipment shall require a safety and environmental case and report.</p> <p>A Safety and Environmental Case is required to allow the Equipment Authority to ensure that the equipment supplied to platforms complies with applicable legal requirements.</p>		8. <u>Intellectual Property Rights</u> <p>a. <u>Applicable DEFCONs</u></p> <p>DEFCON 15 DEFCON 21</p> <p>b. <u>Special IP Conditions</u></p>	
9. <u>Update/Further Submission Requirements</u> <p>Updated documentation is required where the MOD project manager considers any change to the equipment is significant enough that warrants the update.</p>			
10. <u>Medium of Delivery</u> Microsoft Office Compatible files via Email.		11. <u>Number of Copies</u> 1	

Ministry of Defence

CONTRACT DATA REQUIREMENT

1. <u>ITT/Contract Number</u> PEDT/701107374	2. <u>CDR Number</u> 5	3. <u>Data Category</u> Service Management	4. <u>Contract Delivery Date</u>
5. <u>Equipment/Equipment Subsystem Description</u> SUBMARINE CONTROL AND DEPTH INDICATION EQUIPMENTS (K400/K800)		6. <u>General Description of Data Deliverable</u> Quality Plan Risk Management Plan Configuration Management Plan Obsolescence Management Plan	
7. <u>Purpose for which data is required</u> To monitor the service management provision.		8. <u>Intellectual Property Rights</u> a. <u>Applicable DEFCONs</u> DEFCON 15 DEFCON 21 b. <u>Special IP Conditions</u>	
9. <u>Update/Further Submission Requirements</u> Updated documentation is required where the MOD project manager or contractor considers any change to the equipment is significant enough that warrants the update or where detailed in the Documentation Management Plan.			
10. <u>Medium of Delivery</u> Microsoft Office Compatible files via Email.		11. <u>Number of Copies</u> 1	



Submarine
Delivery Agency

Schedule 12

SDA/PEDT/701107374

Design Rights and Patents (Sub-Contractors Agreement)



Schedule 12 – Design Rights and Patents

Ministry of Defence

Design Rights and Patents (Sub-Contractor's Agreement)

Notes for Guidance

1. This note has been devised as an aid to the completion of DEFFORM 177.
2. This top sheet is to be detached before inclusion of the Agreement in a Contract or before submission to a sub-contractor.
3. In a draft for typing it will normally only be necessary to give instructions as follows: (although, if the Typing Pool is not one which is dedicated to Contracts work under the "Glasgow System" it will be necessary to attach a copy of DEFFORM 177).

Use a DEFFORM 177 and insert:

- a.* the date of the Agreement;
 - b.* the sub-contractor's full name;
 - c.* the sub-contractor's registered address;
 - d. paragraph 1 - the full name of the main Contractor;
 - e. paragraph 1 - the Contract number of the main contract;
 - f. paragraph 1 - the description of the equipment being designed and developed under the main contract as shown on the Schedule of the Contract;
 - g.* First Schedule - List of items appropriate to the sub-contract in question (the sub-contractor may insert these himself if necessary);
 - h. Second Schedule - List of the relevant Intellectual Property Rights conditions applicable to the Contract (i.e. DEFCONs 14, 15, 15A, 90, 91 and 126 etc.).
4. It will also be necessary to amend the references to "design and development" should the subject Contract be a Feasibility Study, Project Definition etc.
 5. Similarly, as DEFFORM 177 is a drafting form, no references to the DEFFORM should appear in the Contract. This will require:
 - a. the deletion of the legend "DEFFORM 177 (Edn /)";
 - b. that any references required in the Contract should refer to "the Agreement in the form set out in Annex to the Contract".
 6. Two copies of the DEFFORM should be signed by a responsible officer on behalf of the sub-contractor and both of these should be returned for signature by the MOD representative. One copy is for the sub-contractor to retain, and the other is for retention by the Contracts Branch.

*N.B. This information will not necessarily be available at the drafting stage.

Ministry of Defence

Design Rights and Patents (Sub-Contractor's Agreement)

THIS AGREEMENT is made the day of 19

BETWEEN

whose registered office is at

(hereinafter called "the Sub-Contractor") of the one part and THE SECRETARY OF STATE FOR DEFENCE (hereinafter called "the Secretary of State") of the other part

WHEREAS:-

1. The Secretary of State has placed with (hereinafter called "the main contractor") a contract bearing the reference number (hereinafter called "the main contract") for the design and development of the effect of which is that the costs of such design and development (including the cost referable to any sub-contracts hereinafter referred to) will be substantially borne by the Secretary of State.
2. The main contractor contemplates that the design development and supply of certain components needed for performance of the main contract will be undertaken by various third parties in pursuance of sub-contracts made between them and the main contractor.
3. With a view to securing to the Secretary of State rights as regards inventions designs and other related matters in respect of any sub-contract the main contract provides that the main contractor shall not enter into any sub-contract for any component aforesaid without obtaining the prior approval of the Secretary of State.
4. The main contractor has now informed the Secretary of State that for the purpose of performing the main contract he wishes to place with the Sub-Contractor a sub-contract for the design and development of the items described in the First Schedule (hereinafter called "the sub-contracted items") and has requested the Secretary of State's approval of the sub-contract accordingly.
5. The Secretary of State has signified his willingness to approve the sub-contract on condition that in consideration of his giving approval the Sub-Contractor enters into a direct Agreement with the Secretary of State concerning the matters hereinafter appearing and the Sub-Contractor has signified his willingness to enter into such an agreement.

NOW THIS AGREEMENT made in consideration of the premises and of the rights and liabilities hereunder mutually granted and undertaken WITNESSETH AND IT IS HEREBY AGREED AND DECLARED as follows:-

1. The Sub-Contractor and the Secretary of State hereby agree to be bound to each other by the provisions of the Conditions as set out in the Second Schedule hereto.

2. No extension alteration or variation in the terms of the sub-contract between the main contractor and the sub-contractor and no other agreement between the main contractor and the sub-contractor relating to the work to be done under the sub-contract or any modification now or hereafter made thereto shall prejudice the operation of this Agreement which shall in all respects apply to the sub-contract as so extended altered varied supplemented or modified as if such extension alteration variation supplementation or modification had been originally provided for in the sub-contract and the expression "the sub-contract items" shall have effect accordingly.

IN WITNESS whereof the parties hereto have set their hands the day and years first before written

Signed on behalf of
the Sub-Contractor

(in capacity of)

Signed on behalf of
The Secretary of
State for Defence

THE FIRST SCHEDULE

The Sub-Contract Items are:-

THE SECOND SCHEDULE

The Clauses which apply to this Agreement are:-

To be
inserted as
appropriate

except that:

- (i) Where "the Contractor" is stated "the Sub-Contractor" shall be substituted.
- (ii) Where "the Authority" is stated "the Secretary of State" shall be substituted.
- (iii) Where "Contract" is stated "sub-contract" shall be substituted.
- (iv) Where "sub-contractor" is stated "further sub-contractor" shall be substituted.
- (v) Where "sub-contract" is stated "further sub-contract" shall be substituted.



Submarine
Delivery Agency

Schedule 13

SDA/PEDT/701107374

Government Furnished Assets



Schedule 13 – Government Furnished Assets

Stored separately under file name:

20201202_Motion Control_Schedule 13_Government Furnished Assets_OSC



Submarine
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Schedule 14

SDA/PEDT/701107374

Performance Standards



Schedule 14 – Performance Standards

Key Performance Indicators and Performance Indicators

No.	Descriptor	Frequency	Thresholds	Marking Scheme
KPI 1	Supply Support			
1a	Timely delivery of consumable and repairable spares.	Monitored: Monthly Reported: Quarterly	<2 late per quarter - Green 2 late per quarter - Amber >2 late per quarter - Red	Amber:2 Red: 5
1b	Non-Conforming Receipts.	Monitored: Monthly Reported: Quarterly	0-1 - Green 2 - Amber 3+ - Red	Amber:2 Red: 5
1c	Price Enquiries (including lead times).	Monitored: Monthly Reported: Quarterly	0 late - Green 1 late - Amber >1 late - Red	Amber:2 Red: 5
KPI 2	Equipment Upkeep Management			
2a	Timely delivery of repaired article(s).	Monitored: Monthly Reported: Quarterly	<2 late per quarter - Green 2 late per quarter - Amber >2 late per quarter - Red	Amber:2 Red: 5
2b	Non-Conforming Receipts.	Monitored: Monthly Reported: Quarterly	0-1 - Green 2 - Amber >3 - Red	Amber:2 Red: 5
2c	Strip and Survey Reports (including lead times).	Monitored: Monthly Reported: Quarterly	0 late per quarter - Green 1 late per quarter - Amber >1 late per quarter - Red	Amber:2 Red: 5
KPI 3	Technical Support			
3a	Response Time to Location	Monitored: Monthly Reported: Quarterly	< 49 hours- Green > 48 hours and < 73 hours - Amber > 72 hours - Red	Amber:2 Red: 5
3b	Response time for Tickets Raise in ODE	Monitored: Monthly Reported: Quarterly	< 25 hours- Green > 24 hours and < 48 hours - Amber > 47 hours - Red	Amber:2 Red: 5
KPI 4	PDS Tasking (TAFs)			
4a	On time submission of an 'indicative schedule' to return TAF Form - Part B	Monitored: Monthly Reported: Quarterly	Up to 10 days - Green > 11 to 15 days - Amber > 16+ days - Red	Amber:2 Red: 5
4b	On time submission of TAF Form-Part B	Monitored: Monthly Reported: Quarterly	1 working day delay per month - Green 2-4 working days delay per month - Amber 5+ working days delay per month - Red	Amber:2 Red: 5
4c	Completion of activity	Monitored: Monthly Reported: Quarterly	1 working day delay per month - Green > 2-4 working days delay per month - Amber 5+ working days delay per month - Red	Amber:2 Red: 5
KPI 5	Documentation Delivery			
5a	Update of documentation	Monitored: Monthly Reported: Quarterly	Over 95% - Green 90-95% - Amber Less than 90% - Red	Amber:2 Red: 5
5b	Delivery of Performance Reports	Monitored: Monthly Reported: Quarterly	3/3 reports on time - Green 2/3 reports on time - Amber 1/3 reports on time - Red	Amber:2 Red: 5

8 Abatement Scheme Table

Total Performance Score	Abatement (%)
10-19	2
20-29	4
30-49	6
50-59	8
60+	10

9 Worked Example

- a) To calculate the abatement adjustment for the profit element of the quarterly service management charge, the performance score needs to be calculated for each PI. Using the example performance data from the table below, KPI 1a shows 19/20 deliveries were made on time during the quarter. Where the thresholds are percentages the performance data needs to be converted before you can calculate the performance rating. For KPI1a, 19/20 needs to be converted into a percentage. 19 divided by 20 times 100 = 95. Using the KPI 1a thresholds, a 95% score results in an amber performance rating and therefore a score of 2.

KPI 1a – 19/20 Deliveries – $19 / 20 \times 100 = 95\%$ Threshold = Amber Performance Rating = 2 PS

- b) After all performance scores have been calculated, using the method above, the overall performance score can be calculated by the total value of all PIs performance score. Using this example KPI 1a, 2b, 3b and 4b are the only PIs to score a value greater than zero. Therefore, the sum of the performance score for KPI 1a, 2b, 3b and 4b will be the overall performance score.

(KPI1a = 2) + (KPI 2b = 5) + (KPI3b = 2) + (KPI4b =5) the total performance score is 14.

- c) The abatement percentage can now be calculated by comparing the total performance score (14) against the abatement percentage detailed in the Abatement Scheme Table. Using this example, the performance score falls between the 10-19 threshold resulting in an abatement percentage of 2%.

Performance Score – 14 = Total Performance Score Band 10-19 = 2% Abatement

10 Worked Example - Table

No.	Descriptor	Example Performance Data	Thresholds	Performance	
KPI 1	Supply Support				
1a	Timely delivery of consumable and repairable spares.	17/20 Deliveries on Time	<2 late per quarter - Green 2 late per quarter - Amber >2 late per quarter - Red	AMBER	2
1b	Non-Conforming Receipts.	20/20 deliveries conforming	0-1 - Green 2 - Amber 3+ - Red	GREEN	0
1c	Price Enquiries (including lead times).	10/10 RFQs on time	0 late - Green 1 late - Amber >1 late - Red	GREEN	0
KPI 2	Equipment Upkeep Management				
2a	Timely delivery of repaired article(s).	20/20 Deliveries on time	<2 late per quarter - Green 2 late per quarter - Amber >2 late per quarter - Red	GREEN	0
2b	Non-Conforming Receipts.	5 deliveries non-conforming	0-1 - Green 2 - Amber >3 - Red	RED	5
2c	Strip and Survey Reports (including lead times).	All S & S surveys on time	0 late per quarter - Green 1 late per quarter - Amber >1 late per quarter - Red	GREEN	0
KPI 3	Technical Support				
3a	Response Time to Location	Average of 46 hours response time	< 49 hours- Green > 48 hours and < 73 hours - Amber > 72 hours - Red	GREEN	0
3b	Response time for Tickets Raise in ODE	Average response time of 28 hours	< 25 hours- Green > 24 hours and < 48 hours - Amber > 47 hours - Red	AMBER	2
KPI 4	PDS Tasking (TAFs)				
4a	On time submission of an 'indicative schedule' to return TAF Form - Part B	4/4 TAFs returned in 8 days	Up to 10 days - Green > 11 to 15 days - Amber > 16+ days - Red	GREEN	0
4b	On time submission of TAF Form-Part B	8 days delay of TAF Part B return	1 working day delay per month - Green 2-4 working days delay per month - Amber 5+ working days delay per month - Red	RED	5
4c	Completion of activity	100% of TAFs completed on time	1 working day delay per month - Green > 2-4 working days delay per month - Amber 5+ working days delay per month - Red	GREEN	0
KPI 5	Documentation Delivery				
5a	Update of documentation	11/11 documents up to date	Over 95% - Green 90-95% - Amber Less than 90% - Red	GREEN	0
5b	Delivery of Performance Reports	3/3 reports on time	3/3 reports on time - Green 2/3 reports on time - Amber	GREEN	0

11 KPI 1 Supplier Performance

KPI Number	1
KPI Descriptor	Supply Support
Areas Measured	This KPI will be split and measured in three elements: a. Timely delivery of consumable and repairable spares. b. Non-Conforming Receipts. c. Response to price enquiries.
Who Reports	The Contractor
Monitoring Frequency	Calendar month
Reporting Frequency	Quarterly

Performance Indicator (PI)	1a.
Service Area	Spares Delivery
KPI Descriptor	Timely delivery of consumable and repairable spares
Indicator	The quantity of deliveries made on-time to MOD Establishments or Platforms identified in the Purchase Order.
Target	<2 late per quarter - Green 2 late per quarter - Amber >2 late per quarter - Red
Measurement Method	A quarterly measure of the quantity of the total number of spares deliveries in a month that are satisfied within the contracted lead times from acceptance of order to Proof of Delivery received by the Authority.
Caveats & Notes	1. If there are no instances of repairable spares delivery in the quarter, BAE will be assessed as Green. 2. BAE to confirm lead times of the repairable spares at the point of agreement of the TAF.
Performance Marking Scheme	Red – 5 points Amber – 2 points

Performance Indicator (PI)	1b.
Service Area	Spares Delivery
KPI Descriptor	Non-Conforming Receipts
Indicator	The quantity of incorrect deliveries to Government Establishments or Platforms that receive a Non-Conforming Receipt (NCR).
Target	0-1 - Green 2 - Amber 3+- Red
Measurement Method	A quarterly measure of the quantity of the total number of spares deliveries in a month are non-conforming.
Caveats and Notes	1. If there are no instances of Non-Conforming Receipts in the quarter, BAE will be assessed as Green. 2. NCR definition to be "where insufficient or incorrect paperwork has been supplied with an item resulting in non-acceptance upon delivery at MoD Stores"
Performance Marking Scheme	Red – 5 points Amber – 2 points

Performance Indicator (PI)	1c.
Service Area	Spares Provisioning
KPI Descriptor	Price enquiries
Indicator	Response to spares Request for Quotations within The timescales agreed on a case by case basis
Target	0 late - Green 1 late - Amber >1 late - Red
Measurement Method	A quarterly measure of late price enquiries.
Caveats and Notes	1. If there are no requirement to respond back to a Spares RFQ in the quarter, BAE will be assessed as Green. .
Performance Marking Scheme	Red – 5 points Amber – 2 points

12 KPI 2 Equipment Upkeep Management

KPI Number	2
KPI Descriptor	Equipment Upkeep Management
Areas Measured	This KPI will be split and measured in three elements: a. Timely delivery of repaired Article(s). b. Non-Conforming Receipts. c. Response to price enquiries, including lead times.
Who Reports	The Contractor
Monitoring Frequency	Calendar month
Reporting Frequency	Quarterly

Performance Indicator (PI)	2a.
Service Area	Repairs Delivery
KPI Descriptor	Timely delivery of repaired Article(s).
Indicator	The quantity of deliveries made on-time to MOD Establishments or Platforms identified in the Purchase Order.
Target	<2 late per quarter - Green 2 late per quarter - Amber >2 late per quarter - Red
Measurement Method	A quarterly measure of the quantity of the total number of repair deliveries in a month that are satisfied within the contracted lead times from acceptance of order to Proof of Delivery received by the Authority.
Caveats and Notes	1. If there are no instances of a repair delivery in the quarter, BAE will be assessed as Green. 2. BAE to confirm lead times of the repair at the point of agreement of the TAF. 3. To be clarified as a line item only, not quantity based.
Performance Marking Scheme	Red – 5 points Amber – 2 points

Performance Indicator (PI)	2b.
Service Area	Repairs Delivery
KPI Descriptor	Non-Conforming Receipts
Indicator	The quantity of incorrect deliveries to Government Establishments or Platforms that receive a Non-Conforming Receipt (NCR).
Target	0-1 - Green 2 - Amber >3 - Red
Measurement Method	A quarterly measure of the quantity of the total number of repair deliveries in a month are non-conforming.
Caveats and Notes	1. If there are no instances of Non-Conforming Receipts in the quarter, BAE will be assessed as Green. 2. NCR definition to be "where insufficient or incorrect paperwork has been supplied with an item resulting in non-acceptance upon delivery at MoD Stores"
Performance Marking Scheme	Red – 5 points Amber – 2 points

Performance Indicator (PI)	2c.
Service Area	Repairs Provisioning
KPI Descriptor	Timely completion of Strip and Surveys
Indicator	On time Delivery of Strip and survey reports, including price and lead times against agreed Strip and Survey turnaround times.
Target	0 late per quarter - Green 1 late per quarter - Amber >1 late per quarter - Red
Measurement Method	A quarterly measure of on time delivery of strip and survey reports.
Caveats and Notes	1.If there are no instances of a Strip & Survey delivery in the quarter, BAE will be assessed as Green. 2. BAE to confirm lead times and resource availability of the Strip & Survey at the point of approval of the RFQ 3. Excludes emergent repairs.
Performance Marking Scheme	Red – 5 points Amber – 2 points

13 **KPI 3 Technical Support**

KPI Number	3
KPI Descriptor	Technical Support
Areas Measured	This KPI will be split and measured in two elements: a. Response time to Location b. Response time for tickets raised in ODE
Who Reports	The Contractor
Monitoring Frequency	Calendar month
Reporting Frequency	Monthly

Performance Indicator (PI)	3a.
Service Area	SQEP Response Time - On Site Support
KPI Descriptor	The timely arrival of SQEP to a required location
Indicator	Number of hours for SQEP to arrive to the required location.
Target	< 49 hours- Green > 48 hours and < 73 hours - Amber > 72 hours - Red
Measurement Method	The quarterly average response time of arrival time of SQEP to the required location within the above parameters.
Caveats and Notes	1.If there are no requirement for SQEP in the quarter, BAE will be assessed as Green. 2.Only applicable to On Site Support in the UK only 3.Only applicable once BAE Systems have received an urgent formal request for SQEP On Site Support.
Performance Marking Scheme	Red – 5 points Amber – 2 points

Performance Indicator (PI)	3b.
Service Area	ODE Response time
KPI Descriptor	Response time for tickets raised in ODE
Indicator	Number of hours for tickets to be actioned after ODE ticket raised.
Target	< 25 hours- Green > 24 hours and < 48 hours - Amber > 47 hours - Red
Measurement Method	The quarterly average time taken for ODE tickets to be actioned within the above parameters.
Caveats and Notes	1.In association with Activity 4.17. 2. If there are no issue of ODE Tickets in the quarter, BAE will be assessed as Green. 3. Only applicable to Monday to Friday core hours (08:00 to 16:00) - excluding Bank Holidays. 4. Complex tickets as defined by joint agreement between SDA & BAE will not be a part of this measurement. 5. Complex tickets will be communicated with the SDA
Performance Marking Scheme	Red – 5 points Amber – 2 points

14 **KPI 4 PDS Tasking**

KPI Number	4
KPI Descriptor	PDS Tasking
Areas Measured	This KPI will be measured in three elements: a. On time submission of an 'indicative schedule' to return TAF Form - Part B b. On time submission of TAF Form-Part B c. Completion of activity
Who Reports	The Contractor
Monitoring Frequency	Calendar month
Reporting Frequency	Quarterly

Performance Indicator (PI)	4a.
Service Area	PDS Tasking Quoting
KPI Descriptor	Submission of the 'indicative schedule' to return TAF Form - Part B within 10 (ten) working days from issue of TAF Form - Part A.
Indicator	Number of days to submit the 'indicative schedule' to return TAF Form - Part B from issue of TAF Form - Part A.
Target	Up to 10 days - Green 11 to 15 days - Amber 16+ days - Red
Measurement Method	The average number of days to submit of the 'indicative schedule' to return TAF Form - Part B within a quarter
Caveats and Notes	1. If there are no issue of TAF Form - Part A in the quarter, BAE will be assessed as Green.
Performance Marking Scheme	Red – 5 points Amber – 2 points

Performance Indicator (PI)	4b.
Service Area	PDS Tasking Quoting
KPI Descriptor	On time submission of the TAF Form-Part B
Indicator	Delivery of RFQ TAF Form-Part B against the timescale agreed within the Collaborative Bid Launch Meeting.
Target	1 working day delay per month - Green 2-4 working days delay per month - Amber 5+ working days delay per month - Red
Measurement Method	A quarterly average of the delivery of RFQ proposals within the above parameters expected to be delivered within the Quarter. Delays are to be measured against agreed timescales in days, to the nearest day.
Caveats and Notes	1.If there is no requirement to respond back to a TAF Form-Part B in the quarter - BAE will be assessed as Green.
Performance Marking Scheme	Red – 5 points Amber – 2 points

Performance Indicator (PI)	4c.
Service Area	PDS Tasking Delivery
KPI Descriptor	Timely completion of PDS Tasks against agreed turnaround times.
Indicator	Completion of PDS Tasking against agreed turnaround times.
Target	1 working day delay per month - Green 2 -4 working days delay per month - Amber 5+ working days delay per month - Red
Measurement Method	A quarterly average of the completion of TAFs within the above parameters. Delays are to be measured against agreed timescales in days, to the nearest day.
Caveats and Notes	1.If a PDS task is not due for delivery in the quarter, BAE will be assessed as Green. 2. Turnaround times to be agreed at the point of TAF Acceptance
Performance Marking Scheme	Red – 5 points Amber – 2 points

15 KPI 5 Documentation Delivery

KPI Number	5
KPI Descriptor	Documentation Delivery
Areas Measured	This KPI will be measured in two elements: a. Update of documentation in line with DMP b. Delivery of Performance Reports
Who Reports	The Contractor
Monitoring Frequency	Monthly
Reporting Frequency	Quarterly

Performance Indicator (PI)	5a.
Service Area	Documentation Management
KPI Descriptor	Update of documentation
Indicator	The percentage of documentation updated in accordance with the document management plan.
Target	1 document late - Green 2 documents late - Amber 3+ documents late - Red
Measurement Method	A measurement of documentation in date against the total number of documents at the end of the quarter.
Caveats and Notes	1. Only relates to Schedule 28 Annex A Tasks
Performance Marking Scheme	Red – 5 points Amber – 2 points

Performance Indicator (PI)	5b.
Service Area	Progress Reporting
KPI Descriptor	Delivery of performance reports
Indicator	The submission of the monthly performance reports within 5 (five) business days after the end of each month.
Target	3/3 reports on time - Green 2/3 reports on time - Amber 1/3 reports on time - Red
Measurement Method	The measure of the submission of the performance reports against the above parameters.
Performance Marking Scheme	Red – 5 points Amber – 2 points



Submarine
Delivery Agency

Schedule 15

SDA/PEDT/701107374

Employee Transfer Arrangements on Exit



Schedule 15 - Employee Transfer Arrangements on Exit

Schedule 15

TRANSFER REGULATIONS

EMPLOYEE TRANSFER ARRANGEMENTS ON EXIT

1. DEFINITIONS

1.1 In this Schedule 15, save where otherwise provided, words and terms defined in Schedule 1 (Definitions) of the Contract shall have the meaning ascribed to them in Schedule 1 (Definitions) of the Contract.

1.2 Without prejudice to Schedule 1 (Definitions) of the Contract unless the context otherwise requires:

"Data Protection Legislation" means: (i) Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (the **"General Data Protection Regulation"**); (ii) the Data Protection Act 2018 to the extent that it relates to processing of personal data and privacy; and (iii) all applicable Law about the processing of personal data and privacy;

"Employee Liability Information" has the same meaning as in Regulation 11(2) of the Transfer Regulations;

"Employing Sub-Contractor" means any sub-contractor of the Contractor providing all or any part of the Services who employs or engages any person in providing the Services;

"New Provider" means any replacement service provider or providers engaged to provide the Services (or part thereof) or substantially similar services or the Authority itself where the Services or substantially similar services or part thereof continue to be provided by the Authority after partial termination, termination or expiry of this Contract;

"Relevant Transfer" means a transfer of the employment of Transferring Employees from the Contractor or any Employing Sub-Contractor to a New Provider or the Authority under the Transfer Regulations;

"Transfer Date" means the date on which the transfer of a Transferring Employee takes place under the Transfer Regulations;

"Transferring Employee" means an employee wholly or mainly employed or otherwise assigned to the Services (or in respect of partial termination, the relevant part of the Services) whose employment transfers under the Transfer Regulations from the Contractor or any Employing Sub-Contractor to a New Provider;

"Transfer Regulations" means the Transfer of Undertakings (Protection of Employment) Regulations 2006 as amended from time to time and/or the Service Provision Change (Protection of Employment) Regulations (Northern Ireland) 2006 (as amended from time to time), as appropriate.

2. EMPLOYMENT

2.1 Information on Re-tender, Partial Termination, Termination or Expiry

2.1.1 No earlier than [two years] preceding the termination, partial termination or Expiry of this Contract or a potential Transfer Date or at any time after the service of a notice to terminate this Contract or the provision of any of the Services (whether in whole or part) or on receipt of a written request by the Authority, the Contractor shall (and shall procure that any Employing Sub-Contractor shall):

- (a) supply to the Authority such information as the Authority may reasonably require in order to consider the application of the Transfer Regulations on the termination, partial termination or expiry of this Contract;
- (b) supply to the Authority such full and accurate and up-to-date information as may be requested by the Authority including the information listed in Appendix 1 to this Schedule [15] relating to the employees who are wholly or mainly employed, assigned or engaged in providing the Services or part of the Services under this Contract who may be subject to a Relevant Transfer;
- (c) provide the information promptly and in any event not later than three months from the date when a request for such information is made and at no cost to the Authority;
- (d) acknowledge that the Authority will use the information for informing any prospective New Provider for any services which are substantially the same as the Services or part of the Services provided pursuant to this Contract;
- (e) inform the Authority of any changes to the information provided under paragraph 2.1.1(a) or 2.1.1(b) up to the Transfer Date as soon as reasonably practicable.

2.1.2 Three months preceding the termination, partial termination or expiry of this Contract or on receipt of a written request from the Authority the Contractor shall:

- (a) ensure that Employee Liability Information and such information listed in Part A of Appendix 2 of this Schedule 15 (Personnel Information) relating to the Transferring Employees is provided to the Authority and/or any New Provider;
- (b) inform the Authority and/or any New Provider of any changes to the information provided under this Paragraph 2.1.2 up to any Transfer Date as soon as reasonably practicable;
- (c) enable and assist the Authority and/or any New Provider or any sub-contractor of a New Provider to communicate with and meet those employees and their trade union or other employee representatives.

2.1.3 No later than 28 days prior to the Transfer Date the Contractor shall provide the Authority and/or any New Provider with a final list of the Transferring Employees together with the information listed in Part B of

Appendix 2 of this Schedule 15 (Personnel Information) relating to the Transferring Employees. The Contractor shall inform the Authority and/or New Provider of any changes to this list or information up to the Transfer Date.

- 2.1.4 Within 14 days following the relevant Transfer Date the Contractor shall provide to the Authority and/or any New Provider the information set out in Part C of Appendix 2 of this Schedule [15] in respect of Transferring Employees.
- 2.1.5 Paragraphs 2.1.1 and 2.1.2 of this Appendix are subject to the Contractor's obligations in respect of the Data Protection Legislation and the Contractor shall use its best endeavours to obtain the consent of its employees (and shall procure that its Sub-Contractors use their best endeavours to obtain the consent of their employees) to the extent necessary under the Data Protection Legislation or provide the data in an anonymous form in order to enable disclosure of the information required under paragraphs 2.1.1 and 2.1.2. Notwithstanding this paragraph 2.1.4, the Contractor acknowledges (and shall procure that its Sub-Contractors acknowledge) that they are required to provide sufficient information to the Authority to enable the Authority to determine the nature of the activities being undertaken by employees engaged in providing the Services, to assess whether there is an organised grouping for the purposes of the Transfer Regulations and to assess who is assigned to such organised grouping. To the extent that anonymous data has been provided by the Contractor pursuant to its obligations under Paragraph 2.1.1 or 2.1.2 above, the Contractor shall provide full data to the Authority no later than 28 days prior to the Transfer Date.
- 2.1.6 On notification to the Contractor by the Authority of a New Provider or within the period of six months prior to the Termination Date or after service of a notice to terminate this Contract (whether in whole or in part), whichever is earlier and in any event on receipt of a written request by the Authority, the Contractor shall not and shall procure that an Employing Sub-Contractor shall not:
- (a) materially amend or promise to amend the rates of remuneration or other terms and conditions of employment of any person wholly or mainly employed or engaged in providing the Services under this Contract; or
 - (b) replace or re-deploy from the Services any person wholly or mainly employed or engaged in providing the Services, or materially increase or decrease the number of persons performing the Services under this Contract or the working time spent on the Services (or any part thereof); or
 - (c) reorganise any working methods or assign to any person wholly or mainly employed or engaged in providing the Services (or any part thereof) any duties unconnected with the Services (or any part thereof) under this Contract; or
 - (d) terminate or give notice to terminate the employment of any person wholly or mainly employed or engaged in providing the Services (or any part thereof) under this Contract other than in the case of serious misconduct or for poor performance,

save in the ordinary course of business and with the prior written consent of the Authority (not to be unreasonably withheld or delayed) and the Contractor shall indemnify and keep indemnified the Authority in respect of any reasonable costs (including reasonable legal costs), losses and expenses and all damages, compensation, fines and liabilities arising out of or in connection with any breach of paragraphs 2.1.1, 2.1.2, 2.1.3, 2.1.4 or 2.1.6 of this Schedule 15.

- 2.1.7 The Authority may at any time prior to the period set out in paragraph 2.1.5 of this Schedule 15 request from the Contractor any of the information in sections 1(a) to (d) of Appendix 1 and the Contractor shall and shall procure any Sub-Contractor will provide the information requested within 28 days of receipt of that request.

2.2 **Obligations in Respect of Transferring Employees**

- 2.2.1 To the extent that the Transfer Regulations apply on expiry, termination or partial termination of this contract, the Contractor shall and shall procure any Employing Sub-Contractor shall and the Authority shall and shall procure that a New Provider shall in such circumstances:

- (a) before and in relation to the Transfer Date liaise with each other and shall co-operate with each other in order to implement effectively the smooth transfer of the Transferring Employees to the Authority and/or a New Provider; and
- (b) comply with their respective obligations under the Transfer Regulations including their obligations to inform and consult under Regulation 13 of the Transfer Regulations.

2.3 **Unexpected Transferring Employees**

- 2.3.1 If a claim or allegation is made by an employee or former employee of the Contractor or any Employing Sub-Contractor who is not named on the list of Transferring Employees provided under paragraph 2.1.3 (an "**Unexpected Transferring Employee**") that he has or should have transferred to the Authority and/or New Provider by virtue of the Transfer Regulations, the Party receiving the claim or allegation shall notify the other Party (or the Contractor shall notify the Authority on the Sub-Contractor's behalf and the Authority shall notify the Contractor on the New Provider's behalf) in writing as soon as reasonably practicable and no later than ten Business Days after receiving notification of the Unexpected Transferring Employee's claim or allegation, whereupon:

- (a) the Contractor shall (or shall procure that the Employing Sub-Contractor shall), as soon as reasonably practicable, offer and/or confirm continued employment to the Unexpected Transferring Employee or take such other steps so as to effect a written withdrawal of the claim or allegation; and
- (b) if the Unexpected Transferring Employee's claim or allegation is not withdrawn or resolved the Contractor shall notify the Authority (who will notify any New Provider who is a party to such claim or allegation), and the Authority (insofar as it is permitted) and/or New Provider (as appropriate) shall employ the Unexpected Transferring Employee or as soon as reasonably practicable, (subject to compliance with its obligations at

paragraph 2.3.1(c)(iii)), serve notice to terminate the Unexpected Transferring Employee's employment in accordance with his contract of employment; and

(c) the Contractor shall indemnify the Authority against all reasonable costs (including reasonable legal costs) losses and expenses and all damages, compensation, fines and liabilities arising out of or in connection with any of the following liabilities incurred by the Authority or New Provider in dealing with or disposing of the Unexpected Transferring Employee's claim or allegation:

(i) any additional costs of employing the Unexpected Transferring Employee up to the date of dismissal where the Unexpected Transferring Employee has been dismissed in accordance with paragraph 2.3.1(b);

(ii) any liabilities acquired by virtue of the Transfer Regulations in relation to the Unexpected Transferring Employee;

(iii) any liabilities relating to the termination of the Unexpected Transferring Employee's employment but excluding such proportion or amount of any liability for unfair dismissal, breach of contract or discrimination attributable:

(A) to a failure by the Authority or a New Provider to act reasonably to mitigate the costs of dismissing such person);

(B) directly or indirectly to the procedure followed by the Authority or a New Provider in dismissing the Unexpected Transferee; or

(C) to the acts/omissions of the Authority or a New Provider not wholly connected to the dismissal of that person;

(iv) any liabilities incurred under a settlement of the Unexpected Transferring Employee's claim which was reached with the express permission of the Contractor (not to be unreasonably withheld or delayed);

(v) reasonable administrative costs incurred by the Authority or New Provider in dealing with the Unexpected Transferring Employee's claim or allegation, subject to a cap per Unexpected Transferring Employee of £5,000; and

(vi) legal and other professional costs reasonably incurred;

2.3.2 the Authority shall be deemed to have waived its right to an indemnity under paragraph 2.3.1(c) if it fails without reasonable cause to take, or fails to procure any New Provider takes, any action in accordance with any of the timescales referred to in this paragraph 2.3.

2.4 Indemnities on transfer under the Transfer Regulations on Partial Termination, Termination or Expiry of the Contract

2.4.1 If on the expiry, termination or partial termination of the Contract there is a Relevant Transfer, the Contractor shall indemnify the Authority and any New Provider against all reasonable costs (including reasonable legal costs) losses and expenses and all damages, compensation, fines and liabilities arising out of or in connection with any claim by any employee or trade union representative or employee representative arising whether before or after the Transfer Date out of any failure by the Contractor or any Sub-Contractor to comply with their obligations under Regulation 13 of the Transfer Regulations in relation to any Transferring Employee or any other employee of the Contractor or any Sub-Contractor affected by the Relevant Transfer (as defined by Regulation 13 of the Transfer Regulations), save to the extent that all reasonable costs (including reasonable legal costs), losses and expenses and all damages, compensation, fines and liabilities are a result of the act or omission of the Authority or the New Provider.

2.4.2 If there is a Relevant Transfer, the Authority shall indemnify the Contractor against all reasonable costs (including reasonable legal costs) losses and expenses and all damages, compensation, fines and liabilities arising out of, or in connection with:

- (a) any claim or claims by a Transferring Employee at any time on or after the Transfer Date which arise as a result of an act or omission of the Authority or a New Provider or a sub-contractor of a New Provider during the period from and including the Transfer Date;
- (b) subject to paragraph 2.4.1 any claim by any employee or trade union representative or employee representative arising whether before or after the Transfer Date out of any failure by the Authority or a New Provider or a sub-contractor of a New Provider to comply with their obligations under Regulation 13 of the Transfer Regulations in relation to any Transferring Employee or any other employee engaged wholly or mainly in connection with the Services by the New Provider or any other employee of the Authority or any New Provider affected by the Relevant Transfer effected by this Contract (as defined by Regulation 13 of the Transfer Regulations),

save to the extent that all reasonable costs (including reasonable legal costs), losses and expenses and all damages, compensation, fines and liabilities are a result of the act or omission of the Contractor or any Employing Sub-Contractor.

2.4.3 In the event of a Relevant Transfer, the Authority shall indemnify the Contractor in respect of all reasonable costs (including reasonable legal costs), losses and expenses and all damages, compensation, fines and other liabilities arising out of or in connection with or as a result of a substantial change by the Authority [or a New Provider or any sub-contractor of a New Provider] on or after the Transfer Date to the working conditions of any Transferring Employee to the material detriment of any such Transferring Employee. For the purposes of this paragraph 2.4.3, the expressions "substantial change" and "material detriment" shall have

the meanings as are ascribed to them for the purposes of Regulation 4(9) of the Transfer Regulations.

2.5 Contracts (Rights of Third Parties) Act 1999

- 2.5.1 A New Provider may enforce the terms of paragraph 2.3 and 2.4 against the Contractor in accordance with the Contracts (Rights of Third Parties) Act 1999.
- 2.5.2 The consent of a New Provider (save where the New Provider is the Authority) is not required to rescind, vary or terminate this Contract.
- 2.5.3 Nothing in this paragraph 2.5 shall affect the accrued rights of the New Provider prior to the rescission, variation, expiry or termination of this Contract.

2.6 General

- 2.6.1 The Contractor shall not recover any Costs and/or other losses under this Schedule 15 where such Costs and/or losses are recoverable by the Contractor elsewhere in this Contract and/or are recoverable under the Transfer Regulations or otherwise.

CONTRACTOR PERSONNEL-RELATED INFORMATION TO BE RELEASED UPON RE-TENDERING WHERE THE TRANSFER REGULATIONS APPLIES

1. Pursuant to paragraph 2.1.1(b) of this Schedule 15, the following information will be provided:
 - a) The total number of individual employees (including any employees of Sub-Contractors) that are currently engaged, assigned or employed in providing the Services and who may therefore be transferred. Alternatively, the Contractor should provide information why any of their employees or those of their Sub-Contractors will not transfer;
 - b) The total number of posts or proportion of posts expressed as a full-time equivalent value that currently undertakes the work that is to transfer;
 - c) The preceding 12 months total pay costs – (Pay, benefits employee/employer national insurance contributions and overtime);
 - d) Total redundancy liability including any enhanced contractual payments;
2. In respect of those employees included in the total at 1(a), the following information:
 - a) Age (not date of Birth);
 - b) Employment Status (i.e. Fixed Term, Casual, Permanent);
 - c) Length of current period of continuous employment (in years, months) and notice entitlement;
 - d) Weekly conditioned hours of attendance (gross);
 - e) Standard Annual Holiday Entitlement (not "in year" holiday entitlement that may contain carry over or deficit from previous leave years);
 - f) Pension Scheme Membership;
 - g) Pension and redundancy liability information;
 - h) Annual Salary;
 - i) Details of any regular overtime commitments (these may be weekly, monthly or annual commitments for which staff may receive an overtime payment);
 - j) Details of attendance patterns that attract enhanced rates of pay or allowances;
 - k) Regular/recurring allowances;
 - l) Outstanding financial claims arising from employment (i.e. season ticket loans, transfer grants);
3. The information to be provided under this Appendix 1 should not identify an individual employee by name or other unique personal identifier unless such information is being provided 28 days prior to the Transfer Date.
4. The Contractor will provide (and will procure that the Sub-Contractors provide) the Authority/tenderers with access to the Contractor's and Sub-Contractor's general employment terms and conditions applicable to those employees identified at paragraph 1(a) of this Appendix 1.

PERSONNEL INFORMATION TO BE RELEASED PURSUANT TO THIS CONTRACT

Part A

1. Pursuant to paragraph 2.1.2 of this Schedule 15, the written statement of employment particulars as required by section 1 of the Employment Rights Act 1996 together with the following information (save where that information is included within that statement) which will be provided to the extent it is not included within the written statement of employment particulars:

- 1.1 **Personal, Employment and Career**

- a) Age;
- b) Security Vetting Clearance;
- c) Job title;
- d) Work location;
- e) Conditioned hours of work;
- f) Employment Status;
- g) Details of training and operating licensing required for Statutory and Health and Safety reasons;
- h) Details of training or sponsorship commitments;
- i) Standard Annual leave entitlement and current leave year entitlement and record;
- j) Annual leave reckonable service date;
- k) Details of disciplinary or grievance proceedings taken by or against transferring employees in the last two years;
- l) Information of any legal proceedings between employees and their employer within the previous two years or such proceedings that the transferor has reasonable grounds to believe that an employee may bring against the transferee arising out of their employment with the transferor;
- m) Issue of Uniform/Protective Clothing;
- n) Working Time Directive opt-out forms; and
- o) Date from which the latest period of continuous employment began.

- 1.2 **Superannuation and Pay**

- a) Maternity leave or other long-term leave of absence (meaning more than 4 weeks) planned or taken during the last two years;
- b) Annual salary and rates of pay band/grade;
- c) Shifts, unsociable hours or other premium rates of pay;
- d) Overtime history for the preceding twelve-month period;
- e) Allowances and bonuses for the preceding twelve-month period;
- f) Details of outstanding loan, advances on salary or debts;

- g) Pension Scheme Membership;
- h) For pension purposes, the notional reckonable service date;
- i) Pensionable pay history for three years to date of transfer;
- j) Percentage of any pay currently contributed under additional voluntary contribution arrangements; and
- k) Percentage of pay currently contributed under any added years arrangements.

1.3 **Medical**

- a) Details of any period of sickness absence of 3 months or more in the preceding period of 12 months; and
- b) Details of any active restoring efficiency case for health purposes.

1.4 **Disciplinary**

- a) Details of any active restoring efficiency case for reasons of performance; and
- b) Details of any active disciplinary cases where corrective action is on-going.

1.5 **Further information**

- a) Information about specific adjustments that have been made for an individual under the Equality Act 2010;
- b) Short term variations to attendance hours to accommodate a domestic situation;
- c) Individuals that are members of the Reserves, or staff that may have been granted special leave for public duties such as a School Governor; and;
- d) Information about any current or expected maternity or other statutory leave or other absence from work.

Part B

1.6 **Information to be provided 28 days prior to the Transfer Date:**

- a) Employee's full name;
- b) Date of Birth
- c) Home address;
- d) Bank/building society account details for payroll purposes Tax Code.

PART C

1.7 Information to be provided within 14 days following a Transfer Date:

1.7.1 Performance Appraisal

The current year's Performance Appraisal;

Current year's training plan (if it exists); and

Performance Pay Recommendations (PPR) forms completed in the current reporting year, or where relevant, any bonus entitlements;

Superannuation and Pay

Cumulative pay for tax and pension purposes;

Cumulative tax paid;

National Insurance Number;

National Insurance contribution rate;

Other payments or deductions being made for statutory reasons;

Any other voluntary deductions from pay;



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Schedule 16

SDA/PEDT/701107374

Task Approval Form



Schedule 16 – Task Approval Form

TASK APPROVAL FORM – PART A

REQUEST FOR QUOTATION (to be completed by the Authority)

CONTRACT No.	TAF No.	ISSUE No.	ATTACHMENTS
SDA/ISM/700029321			YES/NO
TASK TITLE			

INTRODUCTION/ BACKGROUND

TECHNICAL REQUIREMENTS

DELIVERABLES AND ACCEPTANCE CRITERIA

If no Acceptance procedure is specified in this section, then Acceptance shall be in accordance with DEFCON 525 of the Terms and Conditions of SDA/PEDT/701107374.

ADDITIONAL QUALITY REQUIREMENTS AND STANDARDS	SUBMARINE FIRST LEVEL ITEMS QUALITY ASSURANCE REQUIREMENTS
PACKAGING & CONSIGNMENT	START/ COMPLETION DATE OF WORK
ADDITIONAL IP CONDITIONS (See Note 1)	OTHER
Agreement of Task Scope: This TAF describes the work to be done and outputs to be delivered. It describes work appropriate against the Contract and should now be costed by the Contractor in accordance with the Terms and Conditions of the Contract.	
SDA Project Manager Signed: Name: Appointment: Date:	SDA Commercial Manager Signed: Name: Appointment: Date:

Notes to Part A:

(1) Where additional IP conditions are identified, the Authority will raise a DEFFORM 315 (Contract Data Requirement)

TASK APPROVAL FORM – PART B

PRICED PROPOSAL (to be completed by the Contractor)

CONTRACT No.	TAF No.	ISSUE No.

LABOUR GRADE/ ROLE	HOURLY RATES	HOURS	FINANCIAL YEAR	LABOUR SUB-TOTAL
LABOUR TOTAL				
MATERIALS (see Note 1)				
TRAVEL & SUBSISTENCE (see Note 2)				
SUB-CONTRACT (see Note 3)				
OVERHEAD				
PROFIT (see Note 4)				
OVERHEAD				
TOTAL PRICE [Insert pricing mechanism i.e. Firm]				
TASK TIMESCALES		START:		END:
VALIDITY OF QUOTATION (see Note 5)				DAYS
ASSUMPTIONS, DEPENDENCIES AND EXCLUSIONS				
Authorisation and Price Agreement				
The Contractor hereby offers the price under Part B of this TAF for delivery of the requirements at Part A under the Terms and Conditions of the Contract.				
Authorised signatory on behalf of the Contractor:				
Signed:				

Name:
Appointment:
Date:

The Authority hereby accepts the Contractor's offer for this TAF under the Terms and Conditions of the Contract.

Authorised signatories on behalf of the Authority:

Project Manager

Finance

Commercial

Signed:

Signed:

Signed:

Name:
Appointment:
Date:

Name:
Appointment:
Date:

Name:
Appointment:
Date:

No commitment is made until all three Authority signatories above have signed this form. Upon commitment, this TAF will be added to the Contract as soon as reasonably practicable via contract amendment.

Notes to Part B:

- (1) The Contractor must include with his proposal a full breakdown of the materials required and supporting cost evidence
- (2) The Contractor must include with his proposal a full breakdown of the proposed travel and subsistence costs
- (3) Where sub-contract is required, the Contractor must include with his proposal copies of the sub-contract proposal
- (4) The profit shall be in accordance with the rates included in Schedule 17
- (5) The Authority requires a minimum period of validity of thirty (30) Business Days



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Schedule 17

SDA/PEDT/701107374

Request for Quotation Form



Schedule 17 – RFQ Form

REQUEST FOR QUOTATION TEMPLATE - COMPLETED BY AUTHORITY

REQUEST FOR QUOTATION					
CONTRACT No.	RFQ No.	ISSUE No.	ATTACHMENTS		
SDA/PEDT/701107374					
PRICING REQUEST DETAILS					
NSN	Item Description	QTY	SPARE (Y/N)	Strip & Survey (Y/N)	ADD TO CATALOGUE (Y/N)
RFQ Authorisation					
SDA Project Manager Signed: Name: Appointment: Date:			SDA Commercial Manager Signed: Name: Appointment: Date:		



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Schedule 18

SDA/PEDT/701107374

Rates Tables



Schedule 18 – Rates Tables

* REDACTED table due to Commercially Sensitive Information

6 Step Profit Formula

* REDACTED table due to Commercially Sensitive Information



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Schedule 19

SDA/PEDT/701107374

Statement Relating to Good Standing



Schedule 19 - Statement Relating to Good Standing – Signed copy in separate document



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Schedule 20

SDA/PEDT/701107374

NSNs in K400/K800 Range



Schedule 20 - NSNs in K400/K800 Range

Stored separately under file name:

20201202_Motion Control_Schedule 20_NSNs in K400K800 Range_OSC



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Schedule 21

SDA/PEDT/701107374

NSNs for Catalogue Pricing



Schedule 21 - NSNs for Catalogue Pricing

NSN Details								
Demand ID	IMC	NSC	NSN	Description	Part No.	BAE Info Class	BAE Info SAP	Permanent or Consumable
12	K400	5340	013700722	COVER HORN BUTTON	719-4951-020	V elec	25702930	C
15	K400	5930	013746405	SWITCH PUSH	10648FE-3	V elec	25953546	P
22	K400	2030	990206372	KEYBOARD DISPLAY MODULE	10870A-N	V elec	25840489	P
26	K400	5845	990512054	INDICATOR DEPTH VCS 927	007 531 736	?		P
28	K400	6140	990514553	BATTERY PACK AND MT PL*	13130A-2	V elec	25841990	P
29	K400	5998	990514554	CONTROLLER CARD 2	11790A-1	V elec	25703002	P
42	K400	2030	990836654	ELECTRONIC ENCLOSURE	11103A-0	V elec	25840733	P
49	K400	5998	991114729	HEATER ASSY	12163A-0	V elec	25841416	P
51	K400	5325	991204162	RING RETAINING	D13000230APP	Orphan		C
57	K400	5998	991255758	PANEL ELECTRONIC CIRCUIT	11913A-1	V elec	25703004	P
63	K400	5920	991317371	FUSE UNIT ASSEMBLY	12542A	V elec	25841708	P
66	K400	2030	991441916	CARD EJECTOR ASSEMBLY	11269A-N	V elec	25840819	C
67	K400	2040	991456954	CLUTCH LEVER OPERATED	10770A-1	V mech	25840408	P
72	K400	5930	991564719	MICROSWITCH ASSEMBLY	11159A-3	V mech	25840752	C
77	K400	4820	991687506	ACTUATING LINKAGE VALVE	11004A-2	V mech	25840565	P
78	K400	2030	991728700	ELECTRONIC ASSY AFT PLAN	11102A	V elec	25840732	P
80	K400	2030	991826101	CARD RACK ASSEMBLY	9246A-0	V elec	25699529	P
82	K400	3120	991923660	BUSHING SLEEVE	10558A-2	V mech	25840254	C
83	K400	4730	991928043	FITTING LUBRICATION	TIB-6-2-M	V mech	25181102	C
86	K400	5935	991986616	CONNECTOR FIXED ELECTRCL	HRC50-0-F	V elec	25952395	C
91	K400	5950	992116239	TRANSFORMER ASSEMBLY	5664A	V elec	25843953	C
98	K400	2030	992342975	STATUS INDICATION PANEL	10433A-1	V elec	25702900	P
102	K400	5310	992445045	NUT PLAIN HEXAGON	DN1/03/036	V elec	25955861	C
107	K400	2030	992513882	LINK	2957A	R & O		C
113	K400	5320	992513912	RIVET TUBULAR	4157A	R		C
115	K400	5342	992516215	DASHPOT	4974A	T mech	25869830	P
138	K400	4810	992526672	PARTS LIST	P170001	T mech	25958843	P
140	K400	5975	992532146	INTERCONNECTING	9298A	V elec	25943770	P

147	K400	2030	992824840	ELECTRONIC ENCLOSURE ASS	11101A-0	V elec	25702948	P
150	K400	6130	992825639	REGULATED POWER SUPPLY*	11489A-0	V elec	25702989	P
152	K400	2030	992826564	LINKAGE RAM FOLLOWER	8526A-0	T mech	25941608	P
156	K400	5940	993003109	TERMINAL BOARD ASSEMBLY	10475A-2	V elec	25840214	C
162	K400	5975	993171234	MODE SELECTION UNIT WIRE	14962A	V elec	25843281	P
165	K400	5998	993273795	PANEL ELECTRONIC CIRCUIT	11203A-1	V elec	25840782	P
166	K400	5998	993469237	Manual Controller Switch Panel Assy	11927A-1	V elec	25841251	P
169	K400	4810	993631787	VALVE SOLENOID	P170001	T mech	25958843	P
170	K400	6130	993728541	POWER SUPPLY ASSEMBLY	11296A-N	V elec	25840845	P
172	K400	5950	993762393	TRANSFORMER RECT ASSY	11700A-0	V elec	25841127	P
174	K400	5998	993833848	CONTROLLER CARD 5	12003A-1	V elec	25703007	P
179	K400	2040	994066416	BELLOWS	11946A-N	V mech	25703005	C
180	K400	5306	994137622	BOLT MACHINE	DB1/01/004	V mech	25955565	C
184	K400	2040	994284598	RAM FOLLOWER LINKAGE	10551A-0	V mech	25840249	P
186	K400	5330	994320433	GASKET	9222A-3	V elec	25699789	C
192	K400	2030	994493231	STEP MODULE ASSEMBLY	10800A-0	V elec	25840444	P
194	K400	5998	994537521	68000 PROCESSOR CARD 5	14904A	V elec	25843221	P
201	K400	5998	994774015	PANEL ELECTRONIC CIRCUIT	11881A-1	V elec	25703003	P
202	K400	2040	994774543	SHEAR LEVER ASSEMBLY	10705A-2	V mech	25840371	C
203	K400	6130	994958370	POWER SUPPLY UNIT	11294A-N	V elec	25840843	P
209	K400	5998	995171354	RELAY CARD ASSY	11120A-N	V elec	25702949	P
213	K400	5990	995216369	SYNCHRO	6380A-B	T mech	25702924	C
319	K400	4320	995324215	PUMP RECIPROCATING HAND	1472A	T mech	25843066	P
328	K400	2030	995324226	TRANS BOX HYDROPLANE STE	4709A	T mech	25868981	P
380	K400	5998	995339424	S-CUBED TERMINAL	11291A	V elec	25840840	P
381	K400	5998	995339851	68000 SYSTEM CARD 4 ASSEMBLY	11394A-1	V elec	25840918	P
395	K400	2030	995340591	ELECTRICAL TRANSMISSION	4782A-D	T mech	25869013	P
397	K400	2030	995340594	CONTROL UNIT FOREPLANES	5127A	T mech	25873056	P
419	K400	3120	995340654	BEARING	5079A	T mech	25703106	C
457	K400	5355	995476383	KNOB	9149A	V elec	25942365	C

458	K400	5998	995476704	68000 1553B CARD	12067A-1	V elec	25841347	P
460	K400	2030	995490828	AUTO PILOT T CLASS	7660A	T mech	25698538	P
493	K400	4810	995588384	VALVE SOLENOID	MH2-1692-1		25958772	P
496	K400	2030	995593117	HYDRAULIC TRANSMISSION R	4651AD	T mech	25703098	P
497	K400	2030	995593130	HYDRAULIC TRANSMITTER	4068A-C	T mech	25703094	P
532	K400	2030	995879664	KEYBOARD ELECTRONICS UNIT	9800A-1	V elec	25701914	C
536	K400	3120	995932422	BUSHING SLEEVE	10736A-2	V mech	25840387	C
548	K400	5998	996419555	ANALOGUE OUTPUT CARD ASS (20mA)	13238A-1	V elec	25703031	P
560	K400	4820	996634914	VALVE LINEAR DIR. CNTL	11859A-C	T mech	25841204	C
562	K400	2040	996673697	LINKAGE ASSY	13333A-0	V mech	25842119	P
563	K400	6140	996703876	BATTERY PACK	13155A-N	V elec	25842003	C
566	K400	5998	996706099	PROCESSOR CARD 2	11480A-1	V elec	25702988	P
567	K400	2030	996930251	CARD RACK ASSEMBLY	9245A-0	V elec	25699533	P
575	K400	5998	997011968	68000 DIGITAL INPUT CARD	11033A-1	V elec	25840691	P
581	K400	2030	997205059	TRANSMITTER HYDRAULIC	4069A	T mech	25852586	P
583	K400	2010	997206299	GEARBOX *	4850A-D	T mech	25869066	P
584	K400	2030	997206300	SPOOL AND SLEEVE ASSY	8511A-2	V mech	25941605	P
587	K400	2040	997210400	RAM FOLLOWER LINKAGE	10550A-0	V mech	25840248	P
589	K400	5930	997228895	SWITCH	419-719-A157-001	V elec	25953536	C
590	K400	5930	997228896	SWITCH	419-719-A157-008	V elec	25702930	C
591	K400	5930	997228897	SWITCH	11343A-2	V elec	25840875	C
597	K400	2030	997232070	MOUNTING UNIT	9045A-0	V elec	25702962	P
603	K400	5998	997250638	DETECTOR CARD	9343A-1	V elec	25702991	C
606	K400	5998	997285670	DISPLAY BOARD	001 281 899/13	V elec	25942348	P
608	K400	5930	997285674	SWITCH	419-719-A157-009	V elec	25953543	C
609	K400	5930	997285675	SWITCH	419-719-A157-002	V elec	25953537	C
610	K400	5930	997285676	SWITCH	419-719-A157-003	V elec	25953538	C
611	K400	5930	997285677	SWITCH	419-719-A157-004	V elec	25953539	C
612	K400	5930	997285678	SWITCH	419-719-A157-005	V elec	25953540	C
613	K400	5930	997285679	SWITCH	419-719-A157-006	V elec	25953541	C
614	K400	5930	997285680	SWITCH	419-719-A157-007	V elec	25953542	C
615	K400	5930	997285681	SWITCH	11339A-2	V elec	25840872	C

617	K400	5930	997285683	SWITCH	11341A-2	V elec	25840873	C
618	K400	5930	997285684	SWITCH	11342A-2	V elec	25840874	C
619	K400	5930	997285685	SWITCH	11344A-2	V elec	25840876	C
620	K400	5930	997285686	SWITCH	11345A-2	V elec	25840877	C
621	K400	5930	997285687	SWITCH	11346A-2	V elec	25840878	C
622	K400	5930	997285688	SWITCH	11347A-2	V elec	25840879	C
623	K400	5930	997285689	SWITCH	11349A-2	V elec	25840881	C
624	K400	5930	997285690	SWITCH	11350A-2	V elec	25840882	C
625	K400	5930	997285691	SWITCH	11351A-2	V elec	25840883	C
626	K400	5930	997285692	SWITCH	11352A-2	V elec	25840884	C
627	K400	5930	997285693	SWITCH	11354A-2	V elec	25840886	C
628	K400	5930	997285694	SWITCH	11355A-2	V elec	25840887	C
630	K400	5930	997285696	SWITCH	11357A-2	V elec	25840888	C
632	K400	2030	997285714	ISOLATOR PANEL RH	9230A-2	V elec	25943749	P
633	K400	2030	997285719	FAN TRAY ASSEMBLY	9202A-0	V elec	25702977	P
634	K400	5998	997285724	KEYBOARD ELECTRONIC CARD	11290A-N	V elec	25840839	P
635	K400	2030	997285726	SURGE PROTECTION UNIT	9329A-1	V elec	25943780	P
636	K400	5998	997285731	RELAY CARD SYNCHRO ASSY	9553A-1	V elec	25943849	P
637	K400	5998	997285732	SYNCHRO INTERFACE CARD	9011A	V elec	25698388	P
640	K400	2030	997285762	POWER AMPLIFIER	9940A-0	V elec	25946523	P
641	K400	2030	997285770	ISOLATOR PANEL LH	9195A-2	V elec	25702963	P
643	K400	5998	997285772	INPUT CARD ASSEMBLY	9277A-1	V elec	25943768	P
644	K400	5998	997285773	SUMMING CARD ASSEMBLY	9293A-1	V elec	25943769	P
646	K400	5998	997285775	MONITOR	9392A-1	V elec	25943801	P
647	K400	5998	997285777	RECEIVER BOARD	8970A-1	V elec	25698482	P
649	K400	2030	997285785	FOREPLANES BALANCE ASSY	9273A-2	V elec	25943766	P
650	K400	2030	997285786	AFTPLANES BALANCE ASSY	9274A-2	V elec	25943767	P
651	K400	2030	997285794	RATIO CHANGER	8790A-0	V elec	25941659	P
653	K400	2030	997285799	BY-PASS PANEL ASSEMBLY	9258A-0	V elec	25943761	P
654	K400	5998	997285805	MONITORING CARD ASSEMBLY	10234A-1	V elec	25702898	P
656	K400	6130	997285844	MONITOR POWER	11297A-N	V elec	25840846	P
657	K400	5315	997289343	PIN GROOVED HEADLESS	2080A	T mech	25846166	C
658	K400	2030	997289344	SPINDLE	1917A	T mech	25845304	C
663	K400	5998	997297707	DIODE ASSEMBLY	9157A-1	V elec	25943715	P
665	K400	5998	997361301	ANALOGUE OUTPUT CARD	11321A-1	V elec	25702983	P
674	K400	6605	997428523	PRIME ELECTRONICS UNIT	10222A-0	D elec	25702897	P
676	K400	5998	997428547	CARD ASSEMBLY	10211A-1	D elec	25840065	P

678	K400	6605	997428579	CELL BLOCK	10216A-1	D elec	25840068	C
679	K400	5998	997428580	SYNCHRO CARD ASSEMBLY	10112A-1	D elec	25840068	P
680	K400	5950	997428583	TRANSFORMER	CT3/03/004	D elec	25955395	P
684	K400	5845	997462799	INDICATOR DEPTH	8414A-0/NE148	T elec	25702952	P
685	K400	5998	997466131	68000 SYSTEM CARD 1	11386A-1	V elec	25840911	P
686	K400	6680	997502503	INDICATOR SIGHT LIQUID	6057A-B	T elec	25877862	C
689	K400	2030	997544606	AFT PLANES RAM FOLLOWER	8572A-0	T mech	25941620	P
694	K400	5998	997701065	LPFV PROFILE CARD	14707A-1	V elec	25703040	P
695	K400	6140	997704766	BATTERY PACK	13037A-2	V elec	25841940	P
697	K400	6320	997769758	DEPTH SENSORASSEMBLY	8097A-O	D elec	25702938	P
698	K400	6320	997769759	ATTITUDE SENSOR ASSEMBLY	8400A-1	D elec	25941556	P
699	K400	6130	997769760	POWER SUPPLY	8336A-2	V elec	25702939	P
700	K400	5845	997769761	AMPLIFIER MODULE	8337A-2	D elec	25702940	P
701	K400	5845	997769762	AMPLIFIER BUFFER	8338A-2	D elec	25699448	P
737	K400	2030	997882093	CARD EJECTOR	11267A-N	V elec	25702982	C
738	K400	2030	997897073	AUTOPILOT MAINTENANCE*	10802A-0	V elec	25840446	P
741	K400	2040	997927466	SHEAR LEVER ASSEMBLY	10734A-2	V mech	25702944	C
837	K400	5330	997947138	PACKING PREFORMED	6409A	T mech	25881659	C
901	K400	6110	998066082	CIRCUIT BREAKER RELAY AS	12108A-0	V elec	25841375	P
903	K400	5845	998102443	DRIVER B MODULE	8339A-1	T elec	25702951	P
904	K400	5998	998201066	HEATER ASSY	12142A-2	V elec	25841401	P
905	K400	5975	998203301	RACK ELECTRICAL EQUIPME-	14959A	V elec	25843276	C
908	K400	6625	998308821	TEST MODULE ASSY	11438A-1	V elec	25840953	P
912	K400	2030	998320184	KEYBOARD MODULE ASSEMBLY	11050A-0	V elec	25840701	P
915	K400	5998	998419473	CIRCUIT CARD ASSEMBLY	11289A	V elec	25840838	P
917	K400	3120	998460084	BUSHING SLEEVE	10561A-2	V mech	25840256	C
920	K400	5315	998510087	PIN GROOVED HEADED	9599A-3	V mech	25702995	C
921	K400	2030	998511962	PHASE ADVANCER RUDDER	4330A	T mech	25703096	P
924	K400	5998	998734373	LINE TERMINATOR	13232A-1	V elec	25842064	P
926	K400	5330	998757182	GASKET	133-021-1109	?	?	C
928	K400	6130	998846031	CURRENT VOLTAGE CONVERT*	11782A-1	V elec	25841178	P
941	K400	2030	999559304	SELECTION PANEL ASSEMBLY	10913A-0	V elec	25840512	P
944	K400	5975	999574654	RACK ELECTRICAL	14957A	V elec	25843274	P

				EQUIP				
948	K400	5975	999730963	INTERCONNECTING BOX	9299A	V elec	25943771	P
949	K400	5998	999744474	SYSTEM CARD 5	11510A-1	V elec	25702990	P
956	K400	6680	999959654	VENTURI METER	11770A	V elec	25841171	P
960	K800	2040	990870973	SPOOL AND SLEEVE ASSY	QCA 10774A-2	V mech	25961452	P
962	K800	2040	991457037	LOCAL RATE CONTROL VALVE	QCA 10827A-0	V mech	25961454	P
966	K800	4810	992554479	VALVE SOLENOID	153057003	V mech	25952135	P
968	K800	2030	992615364	SPOOL & SLEEVE ASSEMBLY	QCA8517A-2	T mech	25703057	P
970	K800	2040	992924867	DISTRIBUTOR VALVE	8919A-0	V mech	25702956	P
973	K800	2040	994959906	VALVE ASSEMBLY	QCA 10876A-0	V mech	25961461	P
982	K800	4820	995340616	SLEEVE AND *	QCA8519A-2	T mech	25699480	P
990	K800	2030	995342047	RAM SERVO UNIT AFT S&T	QCA6008A	T mech	25703053	P
992	K800	2030	997232062	CENTRING VALVE SLEEVE	QCA/8523A-2	V mech	25961705	P
994	K800	2030	997461763	RAM SERV UNIT F/WARD S&T	QCA/7695A-0	T mech	25703054	P
995	K800	2030	997461764	RAM SERV UNIT RUDDER S&T	QCA/7268A	T mech	25698172	P
998	K800	4810	997812370	VALVE	153057002	?		C
1011	K800	2040	998071320	CHANGEOVER VALVE ASSY	QCA 10947A-2	V mech	25703046	P
1013	K800	4810	998183464	VALVE SOLENOID	153056003	V mech	25952138	P
1016	K800	4820	999753235	AUTO SHUT OFF VALVE	16099A	T mech	25844404	P



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Schedule 22

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Precision Hydraulic NSNs



Schedule 22 - Precision Hydraulic NSNs

NSN Details					
ID	IMC	NSC	NSN	Description	Part No.
959	K800	2040	990563230	BLOCKING VALVE ASSEMBLY	QCA 10965A-2
961	K800	2040	991456953	DISTRIBUTOR VALVE ASSY	QCA 10320A-1
967	K800	2040	992573350	SELECTOR VALVE ASSEMBLY	QCA 10839A-3
969	K800	2040	992826685	POWER TRANSFER VALVE	QCA 10853A-0
971	K800	2040	994169800	DIVE LIMIT STOP ASSEMBLY	QCA 10990A-0
997	K800	2040	997643740	SPOOL AND SLEEVE ASSY	QCA 10483A-2
1001	K800	2040	997904462	SPOOL AND SLEEVE ASSY	QCA 10424A-2
1002	K800	2040	997904470	V CLASS RSU AFT	QCA 10400A-0
1012	K800	2040	998102421	V CLASS RSU FOREPLANE	QCA 10860A-0
1015	K800	2040	999715989	V CLASS RSU RUDDER	QCA 10531A-0

NSN Pricing Table Redacted



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Schedule 23

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Post Design Services Tasks Annex A - Initial PDS Tasks



Schedule 23 - Post Design Services Tasks Annex A - Initial PDS Tasks

Task ID	PDS Task	Price	Pricing Mechanism
1	Develop precision hydraulic manufacturing capability	REDACTED	Firm (fixed element)
2	Develop precision hydraulic testing capability		
3	DRIC Design Proposal	REDACTED	Firm
4	Electrical System Refresh Proposal	REDACTED	Firm
5	Training Needs Analysis (Now SER)	REDACTED	Firm
6	Transfer of Technical Data Packs Proposal	REDACTED	Firm
7	Data Pack Updates	REDACTED	Firm
8	Biennial Catalogue Pricing Update	REDACTED	Firm
9	Support to Autopilot Test Site	REDACTED	Firm
TBA	Bid costs (to 19 Nov 21)	REDACTED	Firm
Note:			
REDACTED			
REDACTED			

* REDACTED elements due to Commercially Sensitive Information



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Schedule 23

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Post Design Services Tasks Annex B - Planned PDS Tasks



Schedule 23 - Post Design Services Tasks Annex B - Planned PDS Tasks

* REDACTED elements due to Commercially Sensitive Information



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Schedule 24

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Quarterly Payment Plan and Contract Payment Record Annex A - Quarterly Payment Plan



Schedule 24 – Annex A - Quarterly Payment Plan

* REDACTED elements due to Commercially Sensitive Information

Contract Core MPP

PDS Tasks MPP



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Schedule 24

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Quarterly Payment Plan and Contract Payment Record Annex B - Contract Payment Record



Schedule 24 - Annex B - Contract Payment Record

[illegible]



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Schedule 25

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Contract Amendment Record



Schedule 25 - Contract Amendment Record

Contract Amd Number	Contract Award/ Amd Date	Detail of Changes	Contract Amendment Value (£)(ex VAT)	Initial/ Revised Contract Value (£)(ex VAT)
0		Contract at Award	N/A	



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Schedule 26

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Pricing Catalogue Annex A - Spares



Schedule 26 - Pricing Catalogue Annex A – Spares

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Schedule 26

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Pricing Catalogue Annex B - Strip and Survey



Schedule 26 - Pricing Catalogue Annex B - Strip and Survey

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Schedule 27

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**DEFFORM 532 –
Personal Data Particulars**



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Schedule 28

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Annex A - Documentation List



Schedule 28 – Documentation List

ID	Documentation Title	SOSR Reference	Delivery Forecast
1	Project Management Plan (PMP)	SOSR Activity 1	8 Weeks from Contract Award
2	Quality Plan (QP)	SOSR Activity 1	8 Weeks from Contract Award
3	Risk Management Plan (RMP)	SOSR Activity 1	10 Weeks from Contract Award
4	Safety and Environmental Management Plan (SEMP)	SOSR Activity 1	10 Weeks from Contract Award
5	Risk Register	SOSR Activity 1	8 Weeks from Contract Award
6	Safety Data Sheet	SOSR Activity 1	In accordance with DEFCON 68
7	Information Management Plan	SOSR Activity 1	10 Weeks from Contract Award
8	Configuration Management Plan	SOSR Activity 1	8 Weeks from Contract Award
9	Supply Chain Management Plan	SOSR Activity 1	On Contract Award
10	RFQ Template	SOSR Activity 1	On Contract Award
11	Performance and Financial Report (P&FR)	SOSR Activity 1	Within 5 Days after end of each month
12	Quarterly Performance	SOSR Activity 1	Last working day of each quarter
13	Annual Strategic Review Report	SOSR Activity 1	2 Weeks Prior to Annual Strategic Review
14	Strategic Asset Management Plan	SOSR Activity 1	8 Weeks from Contract Award
15	Asset Management Plan	SOSR Activity 1	8 Weeks from Contract Award
16	Strip and Survey Summary Report	SOSR Activity 2	Strip and Survey Completion
17	Observation, Defect and Enquiries Register	SOSR Activity 4	Updated per ticket raised
18	Obsolescence Management Plan	SOSR Activity 4	8 Weeks from Contract Award
19	Resource Management Plan	SOSR Activity 4	8 weeks from Contract Award
20	Exit Management Plan	SOSR Activity 4	6 months from Contract Award



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Schedule 28

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Annex B - Documentation Management Plan



Schedule 28 Annex B – Documentation Management Plan

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Schedule 29

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Assumptions, Exclusions & Dependencies



*** REDACTED elements due to Commercially Sensitive Information**



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Schedule 30

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Master Data Assumptions List



* REDACTED elements due to Commercially Sensitive Information