

APPENDIX D - CALL OFF AGREEMENT FORM



CALL OFF AGREEMENT FORM

This Form is to be used by the Client when requesting that work be undertaken within the terms of the Call Off Contract. The Parties agree that each completed and approved Form will form part of and be interpreted in accordance with the terms and conditions of that Call Off Contract.

Project Title: Work Package 10 – FS430673 – Consumer Views on Gene Editing	Reference:	FS107010
	Date:	
Client – Project Representative: [REDACTED]	Tel:	
	E-mail:	[REDACTED]
Supplier – Project Representative: [REDACTED]	Tel:	
	E-mail:	[REDACTED]
Project Start Date:	30 th November 2020	
Project Completion Date:	31 st March 2021	

Specification/ Scope of Work:

To include Background, Scope of Work, Parties Inputs, Approach and Method, Skills required, Timetable:

Background

- relevant research commissioned in this area by FSA or other organisations

Defining gene editing in food is contentious, there is no single agreed upon definition. Defra are still deciding which to use for their consultation. In summary, while Genetically Modified Organisms (GMOs) receive foreign

genetic material from different organisms and are referred to as 'transgenic', Gene Editing involves changing/altering the original DNA arrangements within the genome of an organism itself, with no introduction of foreign genetic material and is referred to as 'cisgenic'. For this project, gene-edited (GE) foods may further be defined as foods that contain, consist or are produced by organisms (such as crop plants or farmed livestock) in which the genetic material (DNA) has been altered in a way that could also have occurred naturally from mating and/or natural recombination. Selected sites on the gene sequence will have been precisely edited, to enable gene expression of identified traits and qualities selected by the plant or animal breeder. These gene-editing procedures are footprint-free (without any foreign DNA introduction) and cannot be technically distinguished from those which have been bred by conventional farming practices.

Gene editing or precision breeding techniques in food is likely to be an area of divergence after EU Exit. The government vocally intends to drive change in this area and has committed to a consultation from Autumn 2020. DEFRA are leading this consultation, and FSA must ensure consumer interests feed into its results and future policy changes. One of the main applications of gene-based technologies is to plants and animals. This is primarily related to the production of food and animal feed. GMO legislation (stemming from EU legislation) underpins the release of genetically modified organisms into the environment. The Government disagrees with the 2018 ECJ ruling that organisms that could have been generated by traditional breeding methods should be regulated as GMOs. This would include many organisms produced by genome editing. Any future change to the definition of a GMO would require new primary legislation and it would apply in England only. DEFRA is responsible for this legislation and would only make changes to it after public consultation. For further political background information see ['Defra supportive of gene editing post-Brexit' \(12th October 2020\)](#).

Relevant research in this area:

- [POST \(2017\) New plant breeding techniques](#)
- [Royal Society \(2018\) Genetic technologies public dialogue - you at Ipsos?](#)
- [BEIS \(2018\) Who's talking about non-human Genome Editing? Mapping public discussion in the UK.](#)
- [BEIS \(2019\) Public attitudes to science](#) Genomics section
- [Eurobarometer \(2019\) GMO briefing including genome editing](#)
- [Kato-Nitta, M. et al \(2019\) Expert and public perceptions of gene-edited crops: attitude changes in relation to scientific knowledge](#)
- [Farid, M. et al \(2020\) Exploring Factors Affecting the Acceptance of Genetically Edited Food Among Youth in Japan](#)
- [Environmental Communication \(2020\) Special issue: Communicating gene editing: Agriculture, humans, and the environment.](#), e.g. [Analysis of Facebook Comments on News Articles About Agricultural and Environmental Gene Editing](#)

and [Societal Debates About Emerging Genetic Technologies: Toward a Science of Public Engagement](#)

Ongoing relevant research in this area

- Nuffield Bioethics Council, starting around now based on FSA Chief Scientific Advisor update (FSA email chain 28.10.2020, Sabrina is linking in)
- Regulatory Horizon Council at BEIS (FSA email chain 28.10.2020, Hoa is linking in)
- [Orion research \(2019/20\)](#) – you at Ipsos?

Objectives

- why you wish to commission this work
- how the outputs from this work will be used
- what difference / impact you anticipate the research will make
- how does this align to FSA strategic priorities?

Our main research objective is to understand consumer views of GE food, particularly current concerns and potential public acceptability, to run alongside the governments DEFRA-led upcoming consultation and ensure consumer views are responded to in DEFRA's future GE food policy.

In addition, if new GE food policy is introduced then this research will help inform FSA consumer communications on GE food, which is a complementary FSA Comms workstream separate from this project.

Our research objectives align particularly closely with the FSA strategic priorities 'Food is what it says it is' and 'Consumers can make informed choices'.

(These strategic priorities are described as: "Consumers have the right to make informed decisions about their food and have trust in the food system to do so. This is only made possible when it is correctly and accurately identified, and appropriately labelled" and "Informing and empowering consumers as part of securing their rights. Understanding how growing challenges around safety, affordability, security, technology and sustainability will affect consumers interests and values over time".)

Key research question/s:

Our main research question is:

- What are consumer views of GE food, particularly current concerns and potential public acceptability?

N.B. Throughout, we are interested in GE animals as well as GE plants for GE food, e.g. comparing and contrasting them when exploring the following areas with consumers.

Key areas which will be explored with consumers are likely to include:

- Awareness and knowledge
 - What is consumer knowledge of GE food and GM food and the differences?
 - When GE food and GM food is explained to consumers do they then understand the differences?
 - When GE food and GM food is explained to consumers do they then find one of them more acceptable?
- Concern
 - What are consumer concerns regarding GE food?
 - Why do consumers have these concerns about GE food?
- Hypothetical policy scenarios
 - How concerned would consumers be about a policy change that would separate GE food from GM food (e.g. de-regulation of GE food)?
 - Particularly, how concerned would consumers be about a policy change that would mean GE food was not labelled?
 - How willing would consumers be to eat and buy GE foods under these circumstances?
 - How do consumers want GE food to be regulated?
 - Which policy approaches are most likely to improve consumer acceptability of GE food?
 - Particularly, under what circumstances might consumers trust that GE food is safe?

Methodology

- sampling
- recruitment
- ethics

Probably a sequential research design where quantitative findings help shape qualitative fieldwork materials, then qualitative findings help explain quantitative findings.

Phase 1: Quantitative online survey questions with consumers via Ipsos online i-omnibus. Nationally representative sample of EWNI (please describe how you will design a sample to be representative, and sample size, in the

supplier response). Possibly deliberative polling, e.g. [NatCen deliberative polling](#): “In both its online and offline modes, deliberative polls take a random, representative sample of citizens and engage them in deliberation on current issues through small-group discussions and plenary conversations with competing experts. Participants complete a survey on attitudes related to the issues under discussion before and after the event.”

Phase 2: Qualitative online deliberative groups with consumers across EWNl to be recruited by Ipsos and thanked with financial incentives for participation. Diverse groups with minimum quotas (please indicate in the supplier response) in terms of SES, age, gender, ethnicity, etc. Qualitative fieldwork materials may include Liminal Space hypothetical scenarios, as much information as possible on this would be useful. We expect these groups will meet on more than one occasion, e.g. before/after information.

We hope to recruit members of the public who are not experts in the field and expect a low awareness of the differences between GM and GE foods. As it is not an area that we expect people to be familiar with, scientific factual information will need to be provided to the groups as part of the deliberative process. The factual information will need to be signed off by the internal FSA steering group. However this information will address how GE works, the sort of limited trait changes that can be made, risks and benefits of its uses. We want to get a measure of how the public feel before and after they are provided with the scientific factual information about precision breeding techniques in a food context. After the participants have been presented with the information the sessions need to explore the research questions above, primarily how acceptable consumers find GE, what their concerns are, and willingness to purchase GE foods. Finally different scenarios and policy options should be explored with consumers. Possibly incorporating liminal space scenarios.

Due to resource constraints including time pressure, rather than conducting a literature review at the start of the project, it may be useful to quickly review literature at relevant stages, e.g. examining previous GM focus group materials and questionnaires when designing the GE research materials. FSA will do quick basic literature reviews for Ipsos to consider when drafting research materials.

Ethical guidance to be followed includes [GSR ethics code](#) and GSR advice on conducting research during COVID-19 ([August 2020](#) which updates [April 2020](#)). GDPR regulations must be followed regarding participant data, under the lawful basis ‘public task’. An expert steering group including ethical aspect is planned. GE information provision needs careful handling to avoid biasing consumer responses.

Research process

- would it be useful to observe any of the data collection?
- how will the questionnaire or topic guide be developed?

FSA's internal steering group of GM food policy, Social Science, Comms, and potentially external experts, e.g. FSA's independent advisory committee ACNFP, plus an independent peer reviewer.

The GM policy team will be responsible for GE external expert involvement. It will be important to ensure differing expert views are represented for ethics and credibility, e.g. not only voices straightforwardly supportive of GE food de-regulation. It may be useful for the GM team and/or external experts to attend the online deliberative groups, e.g. to answer factual questions, while remaining as objective and unobtrusive as possible.

Development of fieldwork materials, i.e. GE information, online groups topic guide, online questionnaire, will be led by Ipsos and supported/reviewed by FSA. The GM team will provide GE information for consumer deliberative groups which Social Science, Comms, external experts, and Ipsos will collaboratively adapt. Ipsos will design the topic guide and questionnaire based on FSA research objectives and questions, then FSA and independent external experts will review, then Ipsos will adapt/finalise.

Analysis and review

- any preferences for how you want data to be analysed

Potentially quantitative survey analysis, e.g. key stats and graphs, and qualitative deliberative group analysis, e.g. key findings from thematic text analysis incorporating group dynamics.

Findings probably structured thematically rather than by method, so qualitative findings help explain quantitative findings.

An independent external expert, appointed by the FSA, as well as the FSA's internal steering group will review key outputs.

Outputs

1-3-25 style report, i.e. 1 page summary, 3 page executive summary, maximum 25 page report, plus technical annex.

Presentation: slidedeck and virtual presentation by Ipsos suitable for various audiences.

Both following FSA brand guidance and FSA accessibility guidance, to be shared.

How will the outputs of this research be disseminated for impact?

Our main impact objective is to inform policy making following the governments DEFRA' led GE expert consultation, from the start of November 2020 running until end of January 2021, and reporting around March 2021. Ultimately DEFRA GE food policy from March 2021 should respond to our research findings on consumer views. In order to maximise impact we will be in close communication with DEFRA from the start, via the GM team.

The GM team will also provide regular project updates and potentially informally collaborate with the Regulatory Horizon Council (RHC) in BEIS. * Additional dissemination for impact will include the final report being published on food.gov.uk, FSA internal dissemination, and an Ipsos online presentation session for internal and external audiences.

* The Regulatory Horizon Council (RHC) was commissioned by Government to look into reforming regulation of genetic technologies to encourage future innovation. Following consideration of the opportunities the RHC has decided to conduct a deep dive into this area. This will involve engagement activities alongside a planned consultation by DEFRA on reforming GMO regulation after the end of the transition period. The RHC will leverage the network of its council members and organise workshops with a wide range of stakeholders. The RHC can provide advisory support on the use of more innovative public engagement methods such as public assemblies and external providers such as Sciencewise.

Timescale milestones

- include any hard deadlines
- consider all above stages

17/12/2020

Deliberative group and survey fieldwork **materials** signed off

29/01/2021

Survey fieldwork completed

26/02/2021

Deliberative groups fieldwork completed

31/03/2021

Final report signed off

Special Terms:

To include any terms or conditions not covered in the overarching contract or any terms amended for the purposes of this Call Off Agreement

Sub-Contractors	FSA approves the use of two Sub-Contractors for this Work Package. Criteria UK will recruit participants for the qualitative strand. Take Note will capture discussions in the breakout rooms during workshops.
Deliverables:	See Annex A – Suppliers Response
Foreground IPR – Ownership	See Clause 15 – Intellectual Property Rights in overarching Contract
Personal Data (GDPR)	See Annex A – Suppliers Response
Price	See Annex B – Suppliers Financial Template
Payments & Invoicing	<p>Please submit invoices to [REDACTED] for work with FSA.</p> <p>Please include the referring FSA purchase order number in the email title and within the invoice to allow Invoice/Purchase Order matching. Note that invoices that do not include reference to FSA Purchase Order number will be returned unpaid with a request for valid purchase order through email.</p>

	Further details can be found at Schedule 5 'Invoicing Procedure & No PO/ No Pay' in the Call Off Contract.
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We confirm receipt of this Form seeking approval for the above project to proceed. We agree to provide the goods and/or services requested according to the terms and conditions set out in the Call Off Contract between the FSA and Ipsos MORI

Signed on behalf of the FSA:

Name: 

Signature: 

Position: 

Date: 02/12/2020

Signed on behalf of Ipsos Mori:

Name: 

Signature: 

Position: 

Date: 02/12/2020

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- The chart displays three distinct groups of data, each represented by a small vertical bar on the left. Each group contains multiple horizontal bars of varying lengths, indicating a range of values. The first group consists of 5 bars, the second of 6 bars, and the third of 7 bars. The bars are solid black, and the chart is set against a white background.

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¹ Our genome editing dialogue for the [ORION Open Science](#) found that in general younger people were more open to genome editing compared to older people.

² The same genome editing dialogue for the [ORION Open Science](#) also found that in general men were more open to genome editing compared to women.

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A horizontal bar chart with two main categories on the y-axis: 'Male' and 'Female'. Each category has three bars representing different education levels: 'High school or less', 'Some college', and 'Bachelor's or higher'. The x-axis represents the percentage of respondents, ranging from 0 to 100. The bars are colored light blue for 'High school or less', medium blue for 'Some college', and dark blue for 'Bachelor's or higher'.

Gender	Education Level	Percentage (%)
Male	High school or less	~35
	Some college	~95
	Bachelor's or higher	~92
Female	High school or less	~98
	Some college	~98
	Bachelor's or higher	~88

Device Type	Percentage of Respondents
Smartphone	95%
Tablet	85%
Smartwatch	75%
Smart TV	65%
Smart Home Hub	60%
Smart Speaker	55%
Smart Thermostat	50%
Smart Light Bulb	45%
Smart Doorbell	40%
Smart Lock	35%
Smart Plug	30%
Smart Camera	25%
Smart Mirror	20%
Smart Scale	15%
Smart Vending Machine	10%



Bar Index	Approximate Length (Percentage)
1	95%
2	90%
3	20%
4	95%
5	98%
6	60%
7	95%
8	90%
9	95%
10	98%
11	10%

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| 3 | 95 |
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| 9 | 95 |
| 10 | 98 |
| 11 | 95 |
| 12 | 15 |

11/11/2016

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Quality management – please set out you will embed quality management

As with all Ipsos MORI projects for the FSA, quality management and assurance are crucially important. We will work collaboratively with the FSA on the study design, delivery and outputs. Our starting point will be to ensure we have a common understanding of how the study should run. At the inception meeting we will discuss and finalise the finer points of the design, approach to material development, ways of working with the appointed independent external expert, as well as the FSA's internal steering group, project and risk management arrangements, deliverables and timings. After the meeting, a revised, detailed timetable will be produced which will clearly identify where the FSA's input will be required, and the nature and extent of involvement.

The project director (Michelle Mackie) will oversee the work and will be accountable for ensuring the quality of all outputs, and delivery to agreed timelines. The project manager (Jenny Gisborne) will act as a single point of contact, to ensure the right level of co-ordination and control across the project. They will also ensure that the relevant member of staff at Ipsos MORI fulfils their sign-off obligations for key milestones. This includes arranging for fieldwork and all outputs to be delivered on time and to a high standard.

We will agree a schedule for regular (at least weekly) contact with the FSA by telephone and email throughout the project to provide clear updates on progress, address emerging issues quickly and provide feedback to inform operational needs. We will also be available to discuss any emerging issues, and to join video call meetings at key milestones.

Ipsos MORI's complete focus on quality and continuous improvement means we have embedded a 'right first time' approach throughout our organisation. Good research requires exhaustive quality procedures which are put into practice. We work to very strict quality management processes and standards, many of which *exceed* that required for the industry. These include:

- **ISO 9001:2008**, international general company quality standard with a focus on continual improvement through quality management systems.
- **ISO 20252:2006**, International market research specific standard that supersedes MRQSA (BS 7911) & incorporates IQCS (Interviewer Quality Control Scheme); it covers the 5 stages of a Market Research project.
- **ISO 27001:2005**, International standard for information security designed to ensure adequate and proportionate security controls are in place

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- To provide assurance to Ipsos MORI's clients that we will deliver reliable and robust research findings by, among other measures, meeting the requirements of the international quality standard for market research (ISO 20252); and minimise risk to the business by focussing on quality and continuous improvement.

A draft timetable with key milestones is set out below, based on our understanding of your timings and the assumptions included in the rest of our response – specifically FSA and Ipsos MORI responsibilities, and agreed sign-off and finalisation deadlines being met. We will produce a more detailed timetable including agreed dates once the project design is finalised.

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Project-specific risks and proposed mitigation measures

Every project has associated risks and challenges. The key lies in identifying these at the outset, assessing them, and putting countermeasures and contingencies in place so that the project is not adversely affected. Responsibility for the identification, communication and management of risk rests with the project director. Project risks are considered at two distinct levels:

1. The likelihood of different 'risk events' occurring (disregarding our proposed counter-measures).
2. The impact of a 'risk event' if it does occur.

The table below identifies some of the key risks associated with this project, and the main mitigation measures. We would look to refine and expand this risk register at the set-up meeting.

Risk	Assessment	Mitigation measures
Impact of Covid-19 on internal resourcing	Likelihood: Medium Impact: Low	<ul style="list-style-type: none"> • If team members fall ill, we can draw on a pool of 200 researchers with the necessary skills for the different elements of the project. • Close links between teams enable efficient handover and all documents are stored in an accessible place so no loss of information
Participants struggle to respond to complex scientific issues	Likelihood: Medium Impact: High	<ul style="list-style-type: none"> • Ipsos MORI is experienced in breaking down complex scientific issues into stages of development. • We will work closely with stakeholders to design materials that are easily understood.

		<ul style="list-style-type: none"> We have a bank of tried and tested materials that we can use (including those that introduce GE and GM), for example from our genomics dialogue and our recent ORION Open Science genome editing dialogue -both of which the Project Director, Michelle, was heavily involved in. Online community allows participants time for reflection and to clarify any misunderstanding and ask questions of experts. 	
Participants struggle to stay engaged throughout the process	Likelihood: Low Impact: High	<ul style="list-style-type: none"> We will design engaging sessions which speak to different learning styles. We will include video, quizzes, case studies, talking heads and allow plenty of time for people to express their views. The online community will maintain consistent engagement by allowing people to participate in their own time, with ongoing dialogue and mutual information exchange. We will actively stimulate the online community to maximise these engagement benefits. If FSA decide to opt for it (which would be our preferred approach), the Liminal Space activities will bring GE to life through engaging, thought provoking and fun experiential tasks. 	
Risk of participants being upset because of the ongoing difficulty of the pandemic and issues that might be raised by the research which are pertinent to this	Likelihood: Low Impact: Medium	<p>Due to the context of Covid-19, it is possible that participants may become upset by the topic of interest (i.e. affordability of food). Some may also feel pressured into trying to find the 'right answer'. To mitigate these risks:</p> <ul style="list-style-type: none"> Participants will be reassured that there are no right or wrong answers. Topic guides and participant tasks will be developed with prompts or phrasing that is designed to make participants feel comfortable. Participants will be allowed to skip questions/tasks they do not feel comfortable completing. Participants will be able to withdraw from the study at any point, and the voluntary nature of participation will be reiterated throughout data collection. 	
External scrutiny of the methods and outputs including issues of bias	Likelihood: Low Impact: High	<ul style="list-style-type: none"> Effective facilitation of stakeholder workshop; liaison between Ipsos team and stakeholders until we achieve a working consensus. In our Openness in Animal Research dialogue we achieved agreement between a diverse and mutually distrusting group of stakeholders, on a very emotive topic. Through the process of activity engaging with stakeholder, before during and after the materials design workshop, we will secure buy-in to the approach. 	

		<ul style="list-style-type: none"> Recruitment of and engagement with participants will be in line with best practice. Rigorous and transparent approach to fieldwork and materials development e.g. recording and transcription.
Risk of GDPR or data breaches	Likelihood: Low Impact: High	<p>As with all Ipsos MORI projects, careful attention is given to ensure any personal data is handled with respect to GDPR requirements and regulations.</p> <p>All personal information will be transferred using Ipsos MORI's secure data transfer system: Ipsos Transfer.</p> <p>All personal information will be securely destroyed using digital shredding software at the end of the project.</p> <p>Informed consent will be gained from participants for the collection of personal data.</p> <p>Prior to the commencement of the study, Ipsos MORI will ensure a data flow is created that details when, how and why the data will be collected, used, and shared.</p> <p>More information is included in the ethical considerations section of this work package.</p>
Escalation of COVID-19 in the UK	Likelihood: High Impact: Low	<p>Covid-19 may pose a risk to the health of participants, as well as members of the FSA and Ipsos teams (covered above). This could result in cancellations from participants or attrition during fieldwork.</p> <p>We will oversample which will reduce this risk, guaranteeing a minimum delivered sample of the same 80 participants completing all 3 phases of the qual fieldwork. Remote fieldwork further mitigates this.</p>

Ethical considerations

Ipsos MORI prioritises ethical research and all of our projects are in line with the GSR ethics code. This is core to our professional practice, and due to our extensive work with vulnerable groups and those at risk of harm, something we take very seriously across all of our teams.

We have conducted large volumes of research during the Covid-19 pandemic and consider the wellbeing of participants in our design and delivery of participant interactions. It is important to acknowledge that participants may be personally affected by the pandemic and that there is significant pressure on general wellbeing in the UK. Bearing this in mind we will ensure all communication with participants sets a reassuring and friendly tone to minimise anxiety about the process and will inform participants of communication channels for seeking support asking questions from the team.

As standard, we will secure informed consent for participation in the study. We understand that the FSA intend to use the 'public task' legal basis under GDPR. However, we will still ensure that informed consent is obtained as a matter of good practice. Ipsos MORI and the FSA will agree the content of privacy policies, including information on retention and destruction of personal data, prior to recruitment. As is the procedure for all of our projects, during the set-up of this study we will create a 'data-flow' document which clearly details what data will be collected, stored, and shared throughout the project.

We will ensure that people's personal identities are protected during participation. For example, participants will be instructed to join the virtual workshops using their first name only, and no other information will need to be disclosed or shared with others, and the same goes for participation on the online community. One of the ground rules of participation in research is respecting confidentiality and this goes for online research too – and will be agreed with participants at the start of their participation.

The Ipsos MORI Ethics Groups will conduct an internal review of this project, which considers the methodological approach taken by a study and the key ethical issues relating to (but not limited to), informed consent, vulnerable audiences and potential for harm, data sharing and security, use of gatekeepers, and confidentiality.

Subcontractors please specify on the need for, and selection/appointment of sub-contractors

As discussed above, we will use a specialist agency, Criteria UK, to recruit participants for the qualitative strand (deliberative workshops and online community). This is to ensure that we are able to recruit a diverse range of participants that fulfil sampling requirements.

Additionally, we will use our specialist note taking agency, Take Note, to capture discussions in the breakout rooms during the workshops.

Both Criteria UK and Take Note are Ipsos MORI approved suppliers and have been used on a significant number of Ipsos MORI projects to date.

Further details about their compliance with GDPR have been provided separately.

Sustainability – please set out measures to maximise sustainability

The research will be taking place remotely and will not involve any travel or consumables. As such, the recommended design is the most sustainable way to achieve the objectives.

GDPR – Please complete the below table detailing personal data that will be processed as part of this work package

Description	Details
Subject matter of the processing	The processing is needed in order to ensure that Ipsos MORI can effectively provide the agreed services to the FSA.
Duration of the processing	Information will be processed throughout December 2020 – March 2021

	This is based on the assumptions presented in this proposal, particularly around sign-off and fieldwork durations.
Nature and purposes of the processing	<p><i>Data on participants will be collected by recruiters and securely transferred to Ipsos MORI via a secure transfer platform. Data will be collected so that participants can be contacted to take part in the research study.</i></p> <p><i>Consent will be gained from participants in advance of (recruitment) and during the first workshop. Consent will be gained from participants for the online survey during the questionnaire.</i></p>
Type of Personal Data	Name, date of birth, gender, telephone number and email address, postcode, ethnicity, disability, sexuality, number of children/household composition, education, social grade.
Categories of Data Subject	Individuals (members of the public) aged 16-99 within England, Wales, and Northern Ireland who are recruited to the qualitative deliberative phase of the project, and those invited to take part in the online survey.
Plan for return and destruction of the data once the processing is complete UNLESS requirement under union or member state law to preserve that type of data	As with all Ipsos MORI projects, all personal data will be kept securely on our internal database until 6 months after the end of the project. At this point (September 2021), all personal data is destroyed using shredding software.
Total Cost – Please provide the total cost for this work package. Please provide a detailed breakdown of costs in the financial template which is to be submitted alongside this Project Proposal Document. This should include payment milestones (where applicable)	
The total costs for the project is £160,000 +VAT. <div style="background-color: black; height: 15px; width: 100%; margin-top: 5px;"></div> <div style="background-color: black; height: 15px; width: 100%; margin-top: 5px;"></div>	

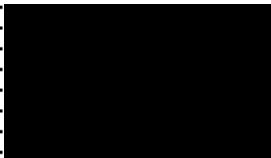
[REDACTED]
[REDACTED]
[REDACTED]

Have you attached the financial template? YES

Completed by: [REDACTED]


Date: 24/11/20


Annex B – Suppliers Financial Template

Tender Reference	FS107010	
Tender Title	Workpackage 10: Consumer views on gene editing	
Full legal organisation name	Market & Opinion Research International Limited (trading as Ipsos MOR)	
Main contact title		
Main contact forename		
Main contact surname		
Main contact position		
Main contact email		
Main contact phone		
Will you charge the Agency VAT on this proposal?	Yes	
Please state your VAT registration number:	GB443932151	
Project Costs Summary Breakdown by Participating Organisations		
Please include only the cost to the FSA. The cost presented below are for		
Organisation	VAT Code*	Total (£)
Ipsos MOR	STD	£ 160,000.00
Insert name of Organisation 2	Please select	£ -
Insert name of Organisation 3	Please select	£ -
Insert name of Organisation 4	Please select	£ -
Insert name of Organisation 5	Please select	£ -
		£ -
		£ -
		£ -
Total Project Costs (excluding VAT) **		£ 160,000.00

* Please indicate zero, exempt or standard rate. VAT charges not identified above will not be paid by the

** The total cost figure should be the same as the total cost shown below and in the Schedule of payments to

Project Costs Summary (Automatically calculated)	
Staff Costs	
Overhead Costs	
Consumables and Other Costs	
Travel and Subsistence Costs	
Other Costs - Part 1	
Other Costs - Part 2	
Other Costs - Part 3	
Other Costs - Part 4	
Other Costs - Part 5	
Total Project Costs	£ 160,000.00

COST OR VOLUME DISCOUNTS - INNOVATION	
The Food Standards Agency collaborates with our suppliers to improve efficiency and performance to save the taxpayer money. A tenderer should include in his tender the extent of any discounts or rebates offered against their normal day rates or other costs during each year of the contract. Please provide full details below:	
SIGNATURE	
NAME	
DATE	
REVISION DATE	13.11.20
Enter the effective date if this version of the template replaces an earlier version	

Staff Costs Table

*This should reflect details entered in your technical application section 4C.

Please insert as many lines as necessary for the individuals in the project team.

Please note that FSA is willing to accept pay rates based upon average pay costs. You will need to indicate where these have been used.

[illegible]

Consumable/Equipment Costs

Please provide a breakdown of the consumables/equipment items you expect to consume during the project

Item	Quantity	Cost/Item(£)	Total
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -
		£ -	£ -

Total Material Costs

The Pricing Schedule

Please complete a proposed schedule of payments below, **excluding VAT** to be charged by any subcontractors to the project lead applicant. This must add up to the same value as detailed in the Summary of project costs to FSA including participating organisations costs.

Where differing rates of VAT apply against the deliverables please provide details on separate lines.

Please link all deliverables (singly or grouped) to each payment. Please ensure that deliverable numbers are given as well as a brief description e.g. Deliverable 01/02: interim report submitted to the FSA, monthly report, interim report, final report

Payment will be made to the Contractor, as per the schedule of payments upon satisfactory completion of the deliverables.

Please link all deliverables (singly or grouped) to each payment. Please ensure that deliverable numbers are given as well as a

Payment will be made to the Contractor, as per the schedule of payments upon satisfactory completion of the deliverables.

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** Please insert the applicable rate of VAT for each deliverable

\$The number of weeks after project commencement for the deliverable to be completed

Summary of Payments

Financial Year (Update as applicable in YYYY-
YY format)

Total Amount