**Statement of Requirement**
The Provision of Technical Assistance to produce a Cyber Risk Visualisation Road Map for Air

<u>Ref</u>   <u>Requirement</u>

<u>A</u>   **<u>General Requirements</u>**

A.1   **Scope of Requirement**

A.1.a   The RAF requires a mechanism which allows it to understand the risks it faces so that it can assure its operations in and through cyberspace. To enable this AIR requires that clearly captures its current ability to UNDERSTAND its cyber-risks and then plots a course(s) of action that enables RAF Senior Leadership to answer the 3 fundamental questions of '*what is important, what is urgent and what are the choices*' so that cyber-risks can be managed and mitigation resourced effectively and efficiently. The Road Map must capture roles, responsibilities and resource requirements against a timeline that articulates how AIR's UNDERSTAND of cyber-risk answers the 3 fundamentals questions that underline Mission Success. Any Road Map produced must not prevent the cessation of the cyber visualisation solution at each stage of development should it be required by Air. In addition, any recommended solution must exploit already available capabilities within the MOD and, if not possible, must be, as a minimum, interoperable with existing rules and regulations.
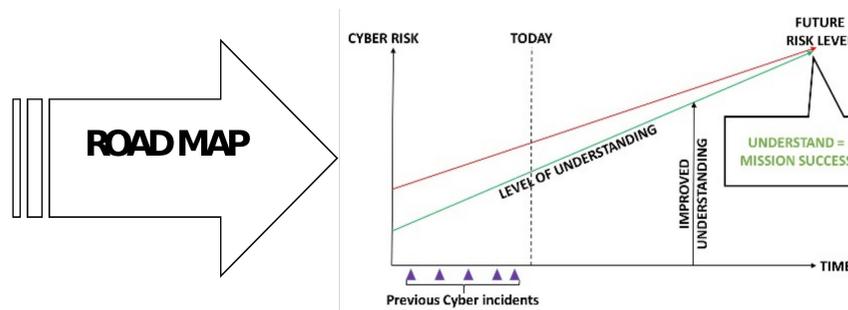
A.2   **Definitions**

A.2.a   In addition to the definitions detailed in the Terms and Conditions of the Contract the following definitions shall also apply. Where the definitions below contrast to those detailed in the Terms and Conditions of the Contract then the definitions within the Terms and Conditions of the Contract shall take precedence.

<u>Definition</u>   <u>Interpretation</u>

Ref   Requirement

Contractor's Personal Use	Any use of MOD furnished property, facilities or equipment intended for the primary benefit of the Contractor or the Contractor's Personnel which is contrary to the MOD's interests is considered personal use.
Contractor's Personnel	Any employees, including sub-contractors or other agents working on behalf of the Contractor, shall be deemed the Contractor's Personnel.
Designated Officer	The Designated Officer is the MOD representative responsible for the Requirement and is as defined at Box 2 of DEFFORM 111 of this Contract.
Road Map	A strategic roadmap is a time-based plan that defines where a business is, where it wants to go, and how to get it there. It is a visual representation that organizes and presents important information related to future plans. Strategic roadmaps are a common approach to planning. They are an effective communication tool for managers, and link strategic initiatives with business plans. Road mapping acts as a focusing device that marshals efforts toward achieving important goals.

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A.3   **Abbreviations and Acronyms**

A.3.a   In addition to the abbreviations and acronyms detailed in the Terms and Conditions of the Contract the following abbreviations and acronyms will be used.

Abbreviation or Acronym	Interpretation
AOC	Air Officer Commanding
CAS	Chief of Air Staff
CPT	Cyber Protect Team
CVI	Cyber Vulnerability Investigation
CySAFA	Cyber Situational Awareness Fusion Architecture
DO	Designated Officer
MOD	Ministry of Defence
OC	Officer Commanding
RAF	Royal Air Force
SC	Security Check

Ref	Requirement
SLT	Senior Leadership Team
SoR	Statement of Requirement

A.4   References

A.4.a   In addition to the references detailed in the Terms and Conditions of the Contract the following references shall also apply as well as any subsequent revisions and amendments to the references. This list does not absolve the Contractor from conforming to any other relevant publications.

Reference	Version	Source
Data Protection Act 1998	1998 c. 29	http://www.legislation.gov.uk/ukpga/1998/29/contents
Government Security Classifications	1.0	https://www.gov.uk/government/publications/government-security-classifications
General Data Protection Regulation	25 May 18	TBC
JSP 604 Defence Manual of ICT		MOD to Provide

A.5   Processes and Related Taskings

A.5.a   It is essential that selected contractors have access to the CySAFA programme; this includes CySAFA programme management personnel and also CySAFA equipment, for appreciation. This will ensure that the selected contractors are able to fully understand how any solutions they identify in the delivered Road Map will interface with CySAFA to provide any future deliverables for AIR. The winning supplier will be provided with this information on contract award.

A.6   Site

A.6.a   This product is to be delivered to A6 Cap Del (CEMA), Air Command, RAF High Wycombe.

A.7   Security

A.7.a   The Contractor is to ensure that all of the Contractor's Personnel have Security Check (SC) clearance. Where the Contractor's Personnel does not have SC clearance that individual will not be allowed access to MOD facilities/ data. There may at times be a requirement for certain contactors to have DV clearance due to some of the nature of the work.

A.7.b   All information related to or generated by this Contract is to be treated in the appropriate manner in accordance with Government Security Classifications. The classification of the material to be handled shall not exceed OFFICIAL-SENSITIVE in nature.

Ref	Requirement
A.7.c	All personal data processed under this Contract is to be treated in accordance with the Data Protection Act 1998.

A.8 Site Access

A.8.a   If site access is required for any RAF sites during the delivery of this requirement then contractors are to contact the following personnel in the first instance and they will be directed accordingly:
SO2 A6 Cap Del CEMA | Gauntlet Block, RAF High Wycombe, Buckinghamshire, HP14 4UE, United Kingdom | Mil: 96770 7675 | CIV: 03067 707675 | Email: AIR38Gp-A6DelCEMASO2@mod.gov.uk
SO3 A6 Cap Del CEMA | Gauntlet Block, RAF High Wycombe, Buckinghamshire, HP14 4UE, United Kingdom | Mil: 96770 7679 | CIV: 03067 707679 | Email: AIR38Gp-A6DelCEMADCOSO3@mod.gov.uk

A.9 Safety and Environmental Provisions

A.9.a   When on the Site the Contractor is to comply with all MOD Safety, Health and Environmental Protection regulations and policy.

A.10 Hours of Operation and Times of Delivery

A.10.a   All services to the Site shall be delivered between the hours of 08:00 - 17:00 on weekdays with exception of recognised UK Bank Holidays and Public Holidays.

A.11 Quality Assurance

Paul Barlow PCQI, Assoc CIPD, D S&EQT, Quality & CM (Policy) Skills has studied this SOR and concluded that the contract is for External Assistance and therefore classed as low risk. No standard Quality Requirements would be applicable to this contract so, there is nothing from the QA Checklist that needs to be inserted into Para. A11

A.12 Contract Monitoring

A.12.a   For the purposes of contract monitoring, representatives of the Contractor will routinely report to the Designated Officer on the performance of the Contract.

A.12.b   The Contractor is responsible for the performance of the Contract by any sub-contractors or other agents working on behalf of the Contractor. The Contractor is to deal with any issues relating to any sub-contractors or other agents working on behalf of the Contractor, this however does not exclude sub-contractors or other agents working on behalf of the Contractor from attending any Contract Monitoring meeting or contributing to any report where it is appropriate for such sub-contractors or other agents to do so.

Ref	Requirement
A.12.c	If any sub-contractors or other agents working on behalf of the Contractor are found unsuitable, for whatever reason, the Contractor is to engage with the relevant sub-contractors or other agents to broker a resolution.

Ref	Requirement	Additional Information	Quantity	Standard of Performance
B	**Deliverable Requirements**			
B.1	A Road Map (Document) that clearly captures AIR's current ability to UNDERSTAND its cyber-risks and then plots a course(s) of action that enables CAS/SLT to answer the 3 fundamental questions of **What is important** – Not every cyber-risk will be relevant to AIR, although their potential for impact can change overtime. It is important that AIR is able to sift the wheat from the chaff and focus on those cyber-risks that affects its operations. **What is urgent** - While AIR maybe impacted by a cyber-risk, the risk may not necessarily have an	*The Road Map must capture roles, responsibilities and resource requirements against a timeline that articulates how AIR's UNDERSTAND of cyber-risk answers the 3 fundamentals questions that underline Mission Success. A "roadmap" enables everyone in the business to clearly understand each action and what decisions need to be made, who needs to make them and when.*	*1 Road Map Document plus regular monthly updates.*	The Road Map must clearly state who needs to do what and by when in order to answer the 3 fundamental questions. It must also present a commercially agnostic technical solution that exploits current and programmed technologies to ensure Air can achieve mission success. The roadmap must conform to all relevant parts of JSP 604 The road map must be releasable to anyone Air deems necessary.

Ref	Requirement	Additional Information	Quantity	Standard of Performance

immediate impact or it may be possible to live with that risk. Therefore, it important that AIR UNDERSTANDS the difference between risks that need immediate action and those that can be triaged for later resolution.

What are the choices – In order to maintain operational capability and agility AIR needs to be presented with a range of options that range from TOLERATE, TREAT, TRANSFER or TERMINATE..

In answering these questions, any Road Map must show how Air's cyber-risks can be managed and mitigation resourced effectively and efficiently. In addition, any recommended solution must exploit already available capabilities within the MOD and, if not possible, must be, as a minimum, interoperable with existing

Ref	Requirement	Additional Information	Quantity	Standard of Performance
	rules and regulations			