



Appendix 2 – Definitions  
HELSEME/0001

<b>TERM</b>	<b>DEFINITION</b>
Additional Task(s)	An activity that falls under Item 3 of the [REDACTED]
Alternative Dispute Resolution	Name given to several methods of dealing with disputes without going to Court, such as mediation.
Annex(es)	Additional information contained as part of the Contract document.
Appendix	Additional information to an Annex.
Approved Data	Airworthiness data or information, sustained and developed by the appropriate Design Organization, endorsed for use by the MOD and published in the Aircraft Documentation Set.
Arbitration	Independent means of resolving a dispute.
Articles	Any Sonobuoy or its component parts.
Authorisation Procedure(s)	Detailed at Condition 10 and Annex H.
Authorised Representative	Any person delegated and Authorised by the Authority or the Contractor to act on their Authority's behalf.
Authority	The UK Secretary of State for Defence or any person(s) duly authorised to act on his behalf or as otherwise defined in the Contract.
Baseline Personnel Security Standard (also can be referred to as the 'Baseline Standard')	The Baseline Standard is a package of pre-employment checks designed to give uncontrolled access to, or knowledge or custody of, Government assets. The Baseline Standard is not a national security clearance but aims to provide an appropriate level of assurance as to the trustworthiness, integrity and probable reliability of prospective employees. The Baseline Standard should be renewed every 3 years for an individual employed by a non-List X subcontractor working on Authority premises or a List X site.
Business Days	As defined DEFCON 501 (Edn.11/17)
Certificate of Conformity	A statement of assurance from a manufacturer or supplier confirming that a Component or Spare meets the Design Specification.
Certificate of Design	A statement of assurance that a component or assembly meets a minimum set of regulatory, design and Safety requirements. The Certificate of Design must be submitted to the Project Team Leader for acceptance, and signature. Produced by a DAOS accredited organisation.
Commercial Manager	The Authority's commercial point of contact for the Contract detailed at Box 1 of Appendix 3.
Clause(s)	A term or requirement stated in the Contract, which must be met for the other Party to fulfil his/her obligations.



Appendix 2 – Definitions  
HELSEME/0001

<b>TERM</b>	<b>DEFINITION</b>
Configuration Management	The application of control over a product's fit, form and functional characteristics as described in Technical Publications, and later achieved in the product. It provides a mechanism for controlling product functional and physical characteristics throughout the Sonobuoy's lifecycle.
Contract	HELSEME/0001 - The agreement between the Authority and the Contractor.
Contract Award	The date the Contract is awarded to the Contractor.
Contract Price	The price inclusive of Value Added Tax, payable to the Contractor by the Authority under the Contract for the full and proper performance by the Contractor of his part of the Contract as determined under the provisions of the Contract.
Contractor	Means the legal entity awarded this Contract by the Authority.
Contract/Commercial Branch	The Authority's commercial point of contact for the Contract detailed at Box 1 of Appendix 3.
Contract Embodiment Item	This describes an item of materiel embodied in a CWI in accordance with a MOD contract. It is an item of materiel provided to a contractor, without charge, for incorporation into an asset under manufacture, production, construction, repair, refurbishment, maintenance, servicing, modification, enhancement or conversion. CEI was formerly referred to as an embodiment loan item (or issue) and can include items issued from Contract Repair Support Stock (CRSS), Contract Repair Support Procedures (CRSP), Contractors Bonded Stores Scheme (CBSS), and Ministry Supplied Materiel (MSM) schemes, a common feature of which is the contractors' direct custodial responsibility of the items prior to issue. Items may be issued as new acquisitions or from existing inventory holdings.
Contract Support Item	This describes an item of materiel, capital spare, provided to support work on a CWI in accordance with a MOD contract. It is an item of materiel provided to a contractor for a particular purpose and specified period, with or without charge, which is subject to return in the same condition as issued, fair wear and tear excepted, or is replaced with an identical item as new. CSI was formerly referred to as an ordinary loan.



TERM	DEFINITION
Contract Work Arising	This describes an item of materiel removed from a CWI in accordance with a MOD contract. It is an item of materiel, which is removed (often as a result of cannibalisation or salvage action) from an existing item of materiel (which may then be identified for disposal) for incorporation into another item of materiel, or for retention as a fixed asset or stock item. CWA was formerly referred to as a contract loan arising. Once removed, if the item is not to be disposed of, it is either brought on charge as a CWI pending work completion, issued as a CEI for embodiment, or a CSI. CWAs include items removed from items of materiel by a primary repair contractor for onward transfer to subcontractors.
Contract Work Item	This describes an item of materiel being worked on in accordance with a MOD contract. It is an item of materiel temporarily issued to a contractor, without charge and for a specified period, typically for the purpose of undergoing repair, refurbishment, maintenance, servicing, modification, enhancement or conversion, or for the purposes of undergoing inspection or packing, and which is subject to physical return in a specified condition. CWI was formerly referred to as a contract loan item.
Contract Year	Contract Years align with the calendar year.
Demands	An activity to notify the Contractor of a requirement for a Sonobuoy.
Design Organisation	The organisation responsible for design or design change of an airborne system or associated equipment and for certifying the Airworthiness of the design by issue of a Certificate of Design.
Design Records	All the technical information necessary to define the design, manufacture, packaging, testing, installation and servicing of an equipment.
Design Review	A milestone within a product development process whereby a design is evaluated against its requirements in order to verify the outcomes of previous activities and identify issues before committing to - and if need to be re-prioritise - further work.
Specification (Design)	The Design Organisation's statement that defines a products or part of a products appearance fit, form and functional characteristics.
Dispute Resolution (Procedure)	The procedure for determining the outcome of any disagreement with respect to the Contract, output or performance - Defined in Condition 18.



Appendix 2 – Definitions  
HELSEME/0001

<b>TERM</b>	<b>DEFINITION</b>
Firm Price	A price agreed for the Articles or Services, or both, which is not subject to variation.
Government	The person or persons authorised to administer the laws in the UK.
Guaranteed Quantities	These are minimum quantities of Sonobuoys that the Authority commits to purchase during the initial 3 year duration and, for 2022, 2023 and 2024, on taking up each Option Year.
Independent Safety Auditor	A person or team independent of the designer who carries out process audits of the designer’s work for adherence to the Safety Management Plan, reviews the Safety documentation including the Safety Case, and carries out independent Safety evaluation where commissioned by the Authority.
Issued Property	Property belonging to the Authority in the temporary custody of the Contractor.
Item	Refers to Items 1 to 3 of the Deform 110 Schedule of Requirements.
Lot(s)	A definite quantity of Sonobuoys produced under uniform conditions.
Major Obsolescence	An Obsolescence Issue resulting in a change to the Sonobuoy that affects Fit, Form or Function and would require re-issue of a Certificate Of Design Form 100A
Ministry of Defence	The UK Secretary of State for Defence or any person(s) duly authorised to act on his behalf or as otherwise defined in the Contract. Referred to as the Authority for the purposes of this Contract.
Minor Obsolescence	An Obsolescence Issue resulting in a change that has no effect on the Sonobuoy Fit, Form or Function and would not require re-issue of a Certificate Of Design Form 100A
Obsolescence Concern	As a result of a proactive approach, a future Obsolescence Issue has been identified. A resolution needs to be developed and implemented to minimise the impact on future availability, and cost to a project.
Obsolescence Issues	An item within a project has been declared obsolescent. A resolution needs to be identified and implemented to minimise the impact on availability, and cost to a project.
Obsolescence Management	The ongoing identification and review of Obsolescence Concerns and Obsolescence Issues, including (but not limited to) identification of mitigation action of Obsolescence Concerns and identification of resolution action of Obsolescence Issues.



Obsolence Resolution	<p>The resolution types that, as a result of an Obsolence Concern or Obsolence Issue, that are required to be implemented are as follows:</p> <p><b>Existing Stock.</b> An item that is owned within the supply chain and that can be allocated to the project. It includes the cases in which the stock is already owned by the customer, contractor or it needs to be purchased from a distributor. The stock may be stored under a legacy or alias identity requiring cross reference or translation.</p> <p><b>Reclamation (Cannibalisation).</b> The use of an item found in surplus equipment or equipment beyond economical repair. This item may or may not be already owned by the customer or contractor and therefore its service life and state of repair may or may not be known.</p> <p><b>Equivalent.</b> An item which is functionally, parametrically and technically interchangeable (form, fit and function and finish). The use of an equivalent will never, under any circumstances require requalification testing but may require some level of testing to ascertain that the part is truly equivalent, in the case that requalification is required; the resolution should be regarded as an alternative. 28 Issue 1.1, Jun 2016</p> <p><b>Alternative.</b> An item whose performance may be different from that specified for one or more reasons This category includes any Form, Fit, Function replacement that requires fit for purpose and/or requalification testing.</p> <p><b>Authorised Aftermarket.</b> An item is available on the market but not from the original manufacturer or supplier (typically finished goods provided by licensed suppliers).</p> <p><b>Emulation.</b> A manufacturing process that produces a substitute form, fit and function, and interface (F3I) item for the unobtainable item. Microcircuit emulation can replicate with state-of-the art devices that emulate the original and can be manufactured and supplied on demand.</p>
----------------------	---



TERM	DEFINITION
	<p><b>Minor Redesign.</b> An item is designed out of the system. The cost for redesign can include engineering, programme management, integration, qualification and testing. For example a minor redesign would represent a change to the layout of a board.</p> <p><b>Major Redesign.</b> An item is designed out of the system. The cost for redesign can include engineering, programme management, integration, qualification and testing. For example, a major redesign would be a board replacement.</p> <p><b>Last Time Buy.</b> As a result of a product discontinuance notice, the procurement of items sufficient to support the life cycle of the project or until the next planned technology upgrade.</p>
Option Period	2022, 2023 and 2024. The 3 x 1 years beyond December 2021 which do not form part of the Contract at the outset, but may do depending on the options being exercised by the Authority.
Parties	The Secretary of State for Defence (the Authority) and the Contractor.
Party	Either of the Parties to the Contract.
Post Cost(ing)	<p>The process by which the contract price is retrospectively reviewed:</p> <ul style="list-style-type: none"> <li>to ensure that the key principle of equality of information has been applied properly in reaching price agreements;</li> <li>to obtain sufficient information to assist in the pricing of future contracts;</li> <li>to enable the Authority to check the effectiveness of its estimating procedures; and</li> <li>to allow a selective scrutiny of the outcome of particular contracts, so that reference may be made by either side to the Review Board in prescribed circumstances.</li> </ul>
Project Manager	The person appointed and authorised by the Authority to manage the Contract on its behalf. Detailed at Box 2 Appendix 3 - addresses and other information.



Appendix 2 – Definitions  
HELME/0001

<b>TERM</b>	<b>DEFINITION</b>
'Purple Gate'	A process to ensure the regulation of material flow into the Joint Support Chain (JSC) for the support of Operational Theatres.
Quality Management System	Management system to direct and control an organization with regard to quality.
Regulatory Articles	A means by which the MAA regulates military aviation, which contains Regulations, Acceptable Means of Compliance (AMC) and Guidance Material (GM).
Required Delivery Date	The Required Delivery Date that the goods and/or services are required to be at the demanders point of delivery.
Routine Demands	Demands within 4 Business Days
Safety	The freedom from unacceptable risks of physical injury or of damage to the health of people, either directly or indirectly as a result of damage to property or to the environment.
Safety Case	A structured argument, supported by a body of evidence that provides a compelling, comprehensible and valid case that a system is safe for a given application in a given environment.
Safety Management Plan	The Safety Management Plan shall detail the specific actions and arrangements required to operate a Safety Management System and define Safety milestones for the project. It shall provide the link between Safety requirements and general management processes for the project, to ensure that Safety is achieved and maintained in a planned way.
Schedule Item	<p>This is a list of the basic requirements of the Contract stated on the DEFFORM 110:</p> <p>Item 1- The provision of Sonobuoys via new manufacture.</p> <p>Item 2 - The provision of management, engineering services and 1-year Logistic Support for Sonobuoys, including the provision of Sonobuoys used for testing.</p> <p>Item 2 - The provision of Logistics services for Sonobuoys.</p> <p>Item 3 - Performance of Additional Tasks</p>
Services	All services (including the supply of Articles) which the Contractor is required under the Contract to perform or to fulfil.
Statement of Requirement	The Authority's requirement detailed at Annex A.

