



Ministry
of Defence

**The Provision of Interim Actors, Audiences,
Adversaries, Enemies and Specialists (IA3ES) -
Project NUMIDIAN**

DELIVERABLE MANAGEMENT PLANS

1. All plans should be **delivered in draft form at the Tender submission stage** and finalised at appropriate stages, where indicated below. Each plan should detail how often they will be reviewed and by whom. Plans should be delivered in Microsoft Office format (word or excel) to allow for review and edit.

a. Transition Plan – Detail of the activities required to move from Contract Award (CA) to Full Operating Capability (to include but not limited to the following) (Final version to be supplied within 5 working days after CA).

- (1) Planning meetings
- (2) TUPE activities
- (3) Training e.g. Induction, MOD IS system, Tactics Training Course, driving etc.
- (4) Mobilisation strategy
- (5) Personnel Readiness/provision/SQEP
- (6) Equipment readiness/provision
- (7) Key milestones to be achieved (with dates)
- (8) Vetting and Clearances Register

Draft submitted at Tender Stage	[REDACTED]
Final Version	

b. Quality Management Plan. **(Final version to be issued NLT 1 month after CA and reviewed on an Annual basis).**

Draft submitted at Tender Stage	[REDACTED]
Final Version	
Post Document Review on [date]	

c. Risk Management Plan **(Final version to be issued NLT 1 month after CA and reviewed on an Annual basis)** .

Draft submitted at Tender Stage	[REDACTED]
Final Version	
Post Document Review on [date]	

d. Risk and Issues Register **(Final version to be issued NLT 1 month after CA and reviewed on a monthly basis).**

Draft submitted at Tender Stage	[REDACTED]
Final Version	
Post Document Review on [date]	

e. Health and Safety Policy **(Final version to be issued NLT 1 month after CA and reviewed on an Annual basis).**

Draft submitted at Tender Stage	[REDACTED]
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Final Version	
Document Review on [date]	

- f. Security Management Plan **(Final version to be issued NLT 1 month after CA and reviewed on an Annual a 6 monthly basis).**

Draft submitted at Tender Stage	[REDACTED]
Final Version	
Document Review on [date]	

- g. Business Continuity Plan **(Final version to be issued NLT 1 month after CA and reviewed on an Annual basis).**

Draft submitted at Tender Stage	[REDACTED]
Final Version	
Document Review on [date]	

- h. Exit Plan* **(Mature Draft to be issued NLT 1 month after CA and to be reviewed on a 6 monthly basis. Final version to be issued NLT 12 months prior to agreed exit-date after CA).**

Draft submitted at Tender Stage	[REDACTED]
Final Version	
Document Review on [date]	

*To Note: This plan should be focused on the transition to the Actors Adversaries, Audiences, Enemy and Specialists (A3ES) project.