

Collaborative Mission Manager (CMM)



Ministry
of Defence

Contract No: 703246450

For:

Collaborative Mission Manager (CMM)

UK Strategic Command

Contract Schedules

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Standard Terms and Conditions SC2 (Edn 2/22)

Attached hereto – Vol I_SC2_Conditions_0222_Final.pdf

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 7;
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: Government Department; Non-Departmental Public Body or Assembly Sponsored Public Body (advisory, executive, or tribunal); 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 27.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)
Conditions	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 Condition 6 (Formal Amendments to the 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 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>;

Deliver

means hand over the Contractor Deliverables to the Consignee. This shall include unloading, and any other specific arrangements, agreed in accordance with Condition 27 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;

Evidence	means either: <ul style="list-style-type: none">a. an invoice or delivery note from the timber supplier or Subcontractor to the Contractor specifying that the product supplied to the Authority is FSC or PEFC certified; orb. other robust Evidence of sustainability or FLEGT licensed origin, as advised by CPET;
Firm Price	means a price (excluding VAT) which is not subject to variation;
FLEGT	means the Forest Law Enforcement, Governance and Trade initiative by the European Union to use the power of timber-consuming countries to reduce the extent of illegal logging;
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;
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, or any exercise of Royal Prerogative;
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);
Publishable Performance Information	means any of the Information in Schedule 9 (KPI Data Report) as it relates to Key Performance Indicator where it is expressed as publishable in the table in Schedule 9 which shall not contain any Information which is exempt from disclosure which shall be determined by the Authority; and which shall not constitute Sensitive Information;
Recycled Timber	means recovered wood that prior to being supplied to the Authority had an end use as a standalone object or as part of a structure. Recycled Timber covers: a. pre-consumer reclaimed wood and wood fibre and industrial by-products; b. post-consumer reclaimed wood and wood fibre, and driftwood; c. reclaimed timber abandoned or confiscated at least ten years previously; it excludes sawmill co-products;
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;
Sensitive Information	means the Information listed in the completed Schedule 5 (Contractor's Sensitive Information), which is Information notified by the Contractor to the Authority, which is acknowledged by the Authority as being sensitive, at the point at which the Contract is entered into or amended (as relevant) and remains sensitive information at the time of publication;
Short-Rotation Coppice	means a specific management regime whereby the poles of trees are cut every one to two years and which is aimed at producing biomass for energy. It is exempt from the UK Government timber procurement policy. For avoidance of doubt, Short-Rotation Coppice is not conventional coppice, which is subject to the timber policy;
Specification	means the description of the Contractor Deliverables, including any specifications, drawings, samples and / or patterns, and shall include any document or item which, individually or collectively is referred to in Schedule 2 (Schedule of Requirements). The Specification forms part of the Contract and all Contractor Deliverables to be supplied by the Contractor under the Contract shall conform in

all respects with the Specification;

STANAG 4329

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;

Timber and Wood-Derived Products

means timber (including Recycled Timber and Virgin Timber but excluding Short-Rotation Coppice) and any products that contain wood or wood fibre derived from those timbers. Such products range from solid wood to those where the manufacturing processes obscure the wood element;

Transparency Information

means the content of this Contract in its entirety, including from time to time agreed changes to the Contract, except for (i) any Information which is exempt from disclosure in accordance with the provisions of the Freedom of Information Act 2000 (FOIA) or the Environmental Information Regulations 2004 (EIR), which shall be determined by the Authority, and (ii) any Sensitive Information;

Virgin Timber

means Timber and Wood-Derived Products that do not include Recycled Timber.

Annex A to Schedule 1 – Additional Definitions of Contract law. Conditions 44 - 46 (Additional Conditions)

N/A.

Schedule 2 – Schedule of Requirements for Contract No:

Introduction

Joint HQs require an automated planning tool which will be representative in a Joint Configurable Operating Picture sufficient to inform future commander's planning and decision making and to execute multi-domain integrated effects. The Vice-Chief of the Defence Staff directed Information Advantage Change Campaign (IACC) and UK StratCom's Multi Domain Integration (MDI) programme have convergent requirements for investigation, experimentation and procedure development from a representative software and technology toolset to inform robust and accurate Key User Requirements and provide evidence in support of capability development and innovation.

Background

Joint Warfare is required to explore the full integrated capability of the Collaborative Mission Manager (CMM) suite, as a Multi Domain C2 Toolset. *REDACTED*. The CMM functionality covers areas that Joint Warfare requires to experiment with and inform wider KUR discussion across defence. *REDACTED*.

Experimentation Requirements

Detailed below are the requirements that UK StratCom will seek to meet as part of its experimentation with CMM. The provision of CMM, data and resources by RII will enable the following:

- Scope and evaluate software tools to support the functional delivery of a Joint Configurable Operating Picture (JCOP) for UK StratCom in order to provide robust and accurate Key User Requirement (KUR) document set and evidence to support both Capability Development (Cap Dev) and jHUB Projects.
- Inform and develop PJHQ's Cap Dev requirements 2021-23 outlining the need to develop a Multi-Domain C2 Toolset CJO needs the ability to exercise dynamic, collaborative operational C2 across all 5 domains, extending across the three dimensions (physical, virtual & cognitive), and supporting campaign planning, management and assessment.
- Inform, develop and demonstrate UK StratCom JCOP requirements to enable a unified data environment *REDACTED*
- *REDACTED*
- Support JTTP 3-81 experimentation and validation:
 - *REDACTED*
- Demonstrate the ability to filter information from the tactical to the strategic domains for Commander's decision support.
- Demonstrate the ability to operate and disseminate information to and from all levels of HQ under command and over distributed JOAs.
- Scope, configure and demonstrate the ability to integrate Joint Operational Planning (JOP) processes and systems (J3, J3/5, J5)
- Scope, configure and demonstrate the capability is to cohere, coordinate, synchronise and de-conflict all forms of activity in the Informational Environment.
- Scope, configure and demonstrate enhanced Joint Action through the coordination, synchronisation, and integration of operations in all domains and environments.
- *REDACTED*
- Scope, configure and demonstrate the ability to coordinate the delivery of consistent, synchronised, and coherent operations, activities and messaging to partners, competitors, and adversaries.
- The requirement to automate staff processes to optimise human machine teaming and minimise demands on staff and allow more time to address complexity to improve C2 effectiveness.
- Discover the full capability of the Command Planning Tools incorporated in CMM.
- *REDACTED*
- *REDACTED*

The capability must initially be able to be hosted at UK Official Sensitive (OS) using cloud-based architecture, accessible by UK firm base, with scope to operate at Secret, on Secret infrastructure if required and provide a cross domain solution with the ability to ingest or transfer information from OS to S for complete situational awareness and future planning.

Deliverables

The supplier, RII, shall deliver the following as part of the contract with UK StratCom:

- Delivery of CMM instance. Instance of CMM delivered by RII will:
 - *REDACTED*
 - *REDACTED*
 - *REDACTED*
 - *REDACTED*
- The CMM instance must be accessible 24/7 all year. If necessary, it should be unavailable for maintenance requirements for no more than two (2) percent of the year, with maintenance times agreed with UK StratCom to deconflict from planned experimentation activity.
- *REDACTED*
 - *REDACTED*
- UK StratCom version of CMM will be delivered on the RII RapidAdapt Framework and have the following managers available for UK configuration:
 - *REDACTED*
 - *REDACTED*
 - *REDACTED*
 - *REDACTED*
 - *REDACTED*
 - *REDACTED*
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 - *REDACTED*
 - *REDACTED*
- Support configuration of CMM instance. Configuration will utilise RII's RapidAdapt framework, the RII Collaborative Planning Process (CPP) and the prioritised set of objectives and stakeholders. This will be managed through a CMM Configuration Plan *REDACTED* to inform what success looks like.
 - CPP will continue as an iterative process, in order to suggest Research and Development strands based on strategic thrusts identified by the users.
 - Support Data Discovery to identify and support integration/ingest of UK systems and information.
 - Through CMM CPP UK StratCom can propose enhancements and features to be included on the baseline releases. This could include organisation/user functions, specific task managers, analytics and visualisations. Any enhancements will go through a managed change process and include IP considerations.
- Configuration and implementation of UK StratCom CMM will include the following elements as a Minimal Viable Product (MVP):
 - *REDACTED*
 - *REDACTED*
 - Ingest of up to 50,000 pieces of Publicly Available Information per year.
 - PAI will be for military use only. Any tools used to ingest PAI must comply to UK law.
- Transport costs for the provider to attend UK StratCom in the provision of training and/or technical support would be the responsibility of the capability provider. Requests from UK StratCom for provider support in an operational or training theatre would be an additional cost to the UK MoD.
- *REDACTED*
- An RII Integration Lead to provide an in-house Subject Matter Expert on all aspects of the software including training and Tactics Techniques & Procedure /Standard Operating Procedure development.
 - Integration Lead must be a UK national, *REDACTED*

- Continued support from Integration Lead to assist with the development of SOPs and data governance plan / strategy through TTP team and core support from RII.
- All CMM users will require training in order to fulfil their functions and use CMM effectively. Training will be conducted in accordance with user requirements. The Integration lead will initiate a collaborative approach to ensure the best possible solution for training is reached. Training will be likely conducted in small groups based upon function and role of users. Initial training will be conducted (where possible - cognisant of current COVID restrictions) in person, with virtual training made available for follow on efforts.
- Support the development of detailed evaluation criteria with user communities once the software has been received and evaluated through initial deployment trial.
- Technical support to delivery of key experimentation activities to be coordinated by the Authority and Supplier throughout the duration of the contract (such as):
 - *REDACTED*
 - *REDACTED*
 - *REDACTED*

Duration

Requirement is for 13 months with option to extend to 24 months if the system is still in use at the option date.

Milestones

1. Delivery of onsite UK STRATCOM Integrator/s support package and CMM, *REDACTED*, must be completed no later than 31 Mar 22.
2. Monthly status report from Apr 22 until contract termination, consisting of progress reports on data integration, user configuration, and how the evaluation is progressing.
3. *REDACTED*.
4. *REDACTED*.
5. *REDACTED*.

Exit

All data sets on MOD systems will remain the property of the Authority.

Location

Web based application that can be accessed from multiple locations.

Acronyms

REDACTED

<u>Contractor Deliverables</u>									
Item Number	MOD Stock Reference No.	Part No. (where applicable)	Specification	Consignee Address Code (full address is detailed in DEFFORM 96)	Packaging Requirements inc. PPQ and DofQ (as detailed in DEFFORM 96)	Delivery Date	Total Qty	Price (£) Ex VAT	
								Per Item	Total inc. Packaging (and Delivery if specified in Schedule 3 (Contract Data Sheet))
M/S 1	N/A	N/A	Contract Award; On site Integrator in place and operational, *REDACTED*	N/A	N/A	Contract Award	1	EA	*REDACTED*
M/S 2	N/A	N/A	Monthly Status Report; Collaborative Plan Document	N/A	N/A	4/10/2022	1	EA	*REDACTED*
M/S 3	N/A	N/A	Monthly Status Report; Project Kickoff Meeting; TEM Conducted	N/A	N/A	5/10/2022	1	EA	*REDACTED*
M/S 4	N/A	N/A	Monthly Status Report	N/A	N/A	6/10/2022	1	EA	*REDACTED*
M/S 5	N/A	N/A	Monthly Status Report; *REDACTED*, TEM	N/A	N/A	7/10/2022	1	EA	*REDACTED*
M/S 6	N/A	N/A	Monthly Status Report	N/A	N/A	8/10/2022	1	EA	*REDACTED*
M/S 7	N/A	N/A	Monthly Status Report; TEM	N/A	N/A	9/10/2022	1	EA	*REDACTED*
M/S 8	N/A	N/A	Monthly Status Report	N/A	N/A	10/10/2022	1	EA	*REDACTED*
M/S 9	N/A	N/A	Monthly Status Report	N/A	N/A	11/10/2022	1	EA	*REDACTED*

M/S 10	N/A	N/A	Monthly Status Report; *REDACTED*, TEM Conducted	N/A	N/A	12/10/2022	1	EA	*REDACTED*
M/S 11	N/A	N/A	Monthly Status Report	N/A	N/A	1/10/2023	1	EA	*REDACTED*
M/S 12	N/A	N/A	Monthly Status Report;	N/A	N/A	2/10/2023	1	EA	*REDACTED*
M/S 13	N/A	N/A	Monthly Status Report;	N/A	N/A	3/10/2023	1	EA	*REDACTED*
M/S 14	N/A	N/A	Monthly Status Report; Experiment Final Report Submitted *REDACTED* and TEM meeting	N/A	N/A	4/10/2023	1	EA	*REDACTED*
Total Price									\$2,215,770

Item Number	Consignee Address (XY code only)
	N/A

Schedule 3 – Contract Data Sheet

General Conditions

Condition 2 – Duration of Contract:

1 March 2022 through 31 March 2023

Condition 4 – Governing Law:

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

Condition 7 – Authority's Representatives:

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

Commercial: *(as per Annex A to Schedule 3 (DEFFORM 111))*

Project Manager: *(as per Annex A to Schedule 3 (DEFFORM 111))*

Condition 18 – Notices:

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

Authority: *(as per Annex A to Schedule 3 (DEFFORM 111))*

Contractor: *REDACTED*, Vice President Contracts and Supply Chain
6363 Walker Lane, Suite #500
Alexandria, VA 22310
(571)294-8233
REDACTED

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

Condition 19.a – Progress Meetings:

The Contractor shall be required to attend the following meetings:

Monthly meetings will be held either face-to-face or via MS Teams to discuss progress and any ongoing issues.

Condition 19.b – Progress Reports:

The Contractor is required to submit the following Reports:

Monthly Status Reports
Post Exercise Reports

Reports shall be Delivered to the following address:

REDACTED

Supply of Contractor Deliverables

Condition 20 – 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 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:

- NIST 8570.01 -- Information Assurance Workforce Improvement Program
- NIST 800-171 -- Protecting Controlled Unclassified Information in Non-federal Systems and Organizations.
- NIST 800-53 -- Security and Privacy Controls for Federal Information Systems and Organizations
- Cyber Essentials Certification

Condition 21 – Marking of Contractor Deliverables:

Special Marking requirements:

RII Proprietary data and intellectual property shall be provided with appropriate markings.

Condition 23 - 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 – DESTECH-QSEPEnv-HSISMulti@mod.gov.uk

to be Delivered no later than one (1) month prior to the Delivery Date for the Contract Deliverable or by the following date:

Condition 24 – Timber and Wood-Derived Products:

A completed Schedule 7 (Timber and Wood-Derived Products Supplied under the Contract: Data Requirements) is to be provided by e-mail with attachments in Adobe PDF or MS WORD format to the Authority's Representative (Commercial)

to be Delivered by the following date: N/A

Condition 25 – Certificate of Conformity:

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

Applicable to Line Items:

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

Applicable to Line Items:

Condition 27.b – Delivery by the Contractor:

The following Line Items are to be Delivered by the Contractor:

As specified within Schedule 2.

Special Delivery Instructions:

N/A

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

Condition 27.c - Collection by the Authority:

The following Line Items are to be Collected by the Authority:

N/A

Special Delivery Instructions:

N/A

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

Consignor details (in accordance with Condition 27.c.(4)):

Line Items: Address:

Line Items: Address:

Consignee details (in accordance with Condition 22):

Line Items: Address:

Line Items: Address:

Condition 29 – Rejection:

The default time limit for rejection of the Contractor Deliverables is thirty (30) days unless otherwise specified here:

The time limit for rejection shall be Business Days.

Condition 31 – Self-to-Self Delivery:

Self-to-Self Delivery required? ☐ *(tick as appropriate)*

If required, Delivery address applicable:

Pricing and Payment

Condition 34 – Contract Price:

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

Line Items

Contract Year 1 - FIRM Price of \$2,215,770

Termination

Condition 41 – Termination for Convenience:

The Notice period for terminating the Contract shall be twenty (20) days unless otherwise specified here:

The Notice period for termination shall be thirty (30) Business Days

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

See Annex A to Schedule 3 (DEFFORM 111)

Schedule 3

Annex A

DEFFORM 111

(Edn 07/21)

Appendix - Addresses and Other Information

<p>1. Commercial Officer</p> <p>Name: *REDACTED*</p> <p>Address:</p> <p>Email: *REDACTED*</p>	<p>8. Public Accounting Authority</p> <p>1. Returns under DEFCON 694 (or SC equivalent) should be sent to DBS Finance ADMT – Assets In Industry 1, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD ☎ 44 (0) 161 233 5397</p> <p>2. For all other enquiries contact DES Fin FA-AMET Policy, Level 4 Piccadilly Gate, Store Street, Manchester, M1 2WD ☎ 44 (0) 161 233 5394</p>
<p>2. Project Manager, Equipment Support Manager or PT Leader (from whom technical information is available)</p> <p>Name: *REDACTED*</p> <p>Joint Warfare Development, UKStratCom SO2 Command</p> <p>Address: Joint Warfare, Building 410 Northwood HQ, Middlesex, HA6 3HP</p> <p>Email: *REDACTED*</p>	<p>9. Consignment Instructions</p> <p>The items are to be consigned as follows: N/A</p>
<p>3. Packaging Design Authority</p> <p>Organisation & point of contact:</p> <p>(Where no address is shown please contact the Project Team in Box 2)</p>	<p>10. Transport. The appropriate Ministry of Defence Transport Offices are:</p> <p>A. DSCOM. DE&S, DSCOM, MoD Abbey Wood, Cedar 3c, Mail Point 3351, BRISTOL BS34 8JH <u>Air Freight Centre</u> IMPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943 EXPORTS ☎ 030 679 81113 / 81114 Fax 0117 913 8943 <u>Surface Freight Centre</u> IMPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946 EXPORTS ☎ 030 679 81129 / 81133 / 81138 Fax 0117 913 8946</p>
<p>4. (a) Supply / Support Management Branch or Order Manager: Branch/Name:</p> <p>Tel No:</p> <p>(b) U.I.N.</p>	<p>B. JSCS</p> <p>JSCS Helpdesk No. 01869 256052 (select option 2, then option 3) JSCS Fax No. 01869 256837 Users requiring an account to use the MOD Freight Collection Service should contact UKStratCom-DefSp-RAMP@mod.gov.uk in the first instance.</p>
<p>5. Drawings/Specifications are available from</p>	<p>11. The Invoice Paying Authority</p> <p>Ministry of Defence ☎ 0151-242-2000 DBS Finance Walker House, Exchange Flags Fax: 0151-242-2809 Liverpool, L2 3YL Website is: https://www.gov.uk/government/organisations/ministry-of-defence/about/procurement#invoice-processing</p>
<p>6. INTENTIONALLY BLANK</p>	<p>12. Forms and Documentation are available through *:</p> <p>Ministry of Defence, Forms and Pubs Commodity Management PO Box 2, Building C16, C Site Lower Arcott Bicester, OX25 1LP (Tel. 01869 256197 Fax: 01869 256824) Applications via fax or email: LeidosFormsPublications@teamleidos.mod.uk</p>
<p>7. Quality Assurance Representative:</p> <p>Commercial staff are reminded that all Quality Assurance requirements should be listed under the General Contract Conditions.</p> <p>AQAPS and DEF STANs are available from UK Defence Standardization, for access to the documents and details of the helpdesk visit http://dstan.gateway.isg-r.r.mil.uk/index.html [intranet] or https://www.dstan.mod.uk/ [extranet, registration needed].</p>	<p>*NOTE</p> <p>1.Many DEFCONs and DEFFORMs can be obtained from the MOD Internet Site: https://www.aof.mod.uk/aofcontent/tactical/toolkit/index.htm</p> <p>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.</p>

Schedule 4 – Contract Change Control Procedure (i.a.w. clause 6.d) for Contract No:

Authority Changes

1. The Authority shall be entitled to propose any change to the Contract (a "Change") or (subject to Clause 2) Changes in accordance with this Schedule 4.
2. Nothing in this Schedule shall operate to prevent the Authority from specifying more than one Change in any single proposal, provided that such changes are related to the same or similar matter or matters.

Notice of Change

3. If the Authority wishes to propose a Change or Changes, it shall serve a written notice (an "Authority Notice of Change") on the Contractor.
4. The Authority Notice of Change shall set out the Change(s) proposed by the Authority in sufficient detail to enable the Contractor to provide a written proposal (a "Contractor Change Proposal") in accordance with clauses 7 to 9 (inclusive).
5. The Contractor may only refuse to implement a Change or Changes proposed by the Authority, if such change(s):

- a. would, if implemented, require the Contractor to deliver any Contractor Deliverables under the Contract in a manner that infringes any applicable law relevant to such delivery; and/or
- b. would, if implemented, cause any existing consent obtained by or on behalf of the Contractor in connection with their obligations under the Contract to be revoked (or would require a new necessary consent to be obtained to implement the Change(s) which, after using reasonable efforts, the Contractor has been unable to obtain or procure and reasonably believes it will be unable to obtain or procure using reasonable efforts); and/or
- c. would, if implemented, materially change the nature and scope of the requirement (including its risk profile) under the Contract;

and:

- d. the Contractor notifies the Authority within 10 (ten) Business Days (or such longer period as shall have been agreed in writing by the parties) after the date of the Authority Notice of Change that the relevant proposed Change or Changes is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c providing written evidence for the Contractor's reasoning on the matter; and

- e. further to such notification:

- (1) either the Authority notifies the Contractor in writing that the Authority agrees, or (where the Authority (acting reasonably) notifies the Contractor that the Authority disputes the Contractor's notice under Clause 5.d) it is determined in accordance with Condition 39 (Dispute Resolution), that the relevant Change(s) is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c; and

- (2) (where the Authority either agrees or it is so determined that the relevant Change(s) is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c) the Authority fails to make sufficient adjustments to the relevant Authority Notice of Change (and issue a revised Authority Notice of Change) to remove the Contractor's grounds for refusing to implement the relevant Change under Clauses 5.a, 5.b and/or 5.c within 10 (ten) Business Days (or such longer period as shall have been agreed in writing by the parties) after:

- i) the date on which the Authority notifies in writing the Contractor that the Authority agrees that the relevant Change(s) is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c; or
- ii) the date of such determination.

6. The Contractor shall at all times act reasonably, and shall not seek to raise unreasonable objections, in respect of any such adjustment.

Contractor Change Proposal

7. As soon as practicable, and in any event within:

- a. (where the Contractor has not notified the Authority that the relevant Change or Changes is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c in accordance with Clause 5) fifteen (15)

Business Days (or such other period as the Parties agree (acting reasonably) having regard to the nature of the Change(s)) after the date on which the Contract shall have received the Authority Notice of Change; or

b. (where the Contractor has notified the Authority that the relevant Change or Changes is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c in accordance with Clause 5 and:

(1) the Authority has agreed with the Contractor's conclusion so notified or it is determined under Condition 39 (Dispute Resolution) that the relevant Change(s) is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c and the Authority has made sufficient adjustments to the relevant Authority Notice of Change (and issued a revised Authority Notice of Change(s)) to remove the Contractor's grounds for refusing to implement the relevant Change(s) under Clauses 5.a, 5.b and/or 5.c) fifteen (15) Business Days (or such other period as the parties shall have agreed (both parties acting reasonably) having regard to the nature of the Change(s)) after the date on which the Contractor shall have received such revised Authority Notice of Change; or

(2) the Authority has disputed such conclusion and it has been determined in accordance with Condition 39 (Dispute Resolution) that the relevant Change(s) is/are not a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c) fifteen (15) Business Days (or such other period as the parties shall have agreed (both parties acting reasonably) having regard to the nature of the Change(s)) after the date of such determination,

the Contractor shall deliver to the Authority a Contractor Change Proposal. For the avoidance of doubt, the Contractor shall not be obliged to deliver to the Authority a Contractor Change Proposal where the Contractor notifies the Authority, and the Authority agrees or it is determined further to such notification in accordance with Clause 5, that the relevant Change or Changes is/are a Change(s) falling within the scope of Clauses 5.a, 5.b and/or 5.c.

8. The Contractor Change Proposal shall comprise in respect of each and all Change(s) proposed:

- a. the effect of the Change(s) on the Contractor's obligations under the Contract;
- b. a detailed breakdown of any costs which result from the Change(s);
- c. the programme for implementing the Change(s);
- d. any amendment required to this Contract as a result of the Change(s), including, where appropriate, to the Contract Price; and
- e. such other information as the Authority may reasonably require.

9. The price for any Change(s) shall be based on the prices (including rates) already agreed for the Contract and shall include, without double recovery, only such charges that are fairly and properly attributable to the Change(s).

Contractor Change Proposal – Process and Implementation

10. As soon as practicable after the Authority receives a Contractor Change Proposal, the Authority shall:

- a. evaluate the Contractor Change Proposal; and
- b. where necessary, discuss with the Contractor any issues arising (and (in relation to a Change(s) proposed by the Authority) following such discussions the Authority may modify the Authority Notice of Change) and the Contractor shall as soon as practicable, and in any event not more than ten (10) Business Days (or such other period as the Parties shall have agreed in writing) after receipt of such modification, submit an amended Contractor Change Proposal.

11. As soon as practicable after the Authority has evaluated the Contractor Change Proposal (amended as necessary) the Authority shall:

- a. either indicate its acceptance of the Change Proposal by issuing an amendment to the Contract in accordance with Condition 6 (Formal Amendments to the Contract), whereupon the Contractor shall promptly issue to the Authority the Contractor's DEFFORM 10B indicating their unqualified acceptance of such amendment in accordance with, and otherwise discharge their obligations under, such Condition and implement the relevant Change(s) in accordance with such proposal; or
- b. serve Notice on the Contractor rejecting the Contractor Change Proposal and withdrawing (where issued in relation to a Change or Changes proposed by the Authority) the Authority Notice of Change (in which case such notice of change shall have no further effect).

12. If the Authority rejects the Contractor Change Proposal, it shall not be obliged to give its reasons for such rejection.

13. The Authority shall not be liable to the Contractor for any additional work undertaken or expense incurred in connection with the implementation of any Change(s), unless a Contractor Change Proposal has been accepted by the Authority in accordance with Clause 11.a. and then subject only to the terms of the Contractor Change proposal so accepted.

Contractor Changes

14. If the Contractor wishes to propose a Change or Change(s), they shall serve a Contractor Change Proposal on the Authority. Such proposal shall be prepared and reviewed in accordance with and otherwise be subject to the provisions of Clauses 8 to 13 (inclusive).

Schedule 5 – Contractor’s Sensitive Information (i.a.w. Condition 12) for Contract No:

Contract No:
Description of Contractor’s Sensitive Information: *REDACTED*
Cross Reference(s) to location of Sensitive Information: *REDACTED*
Explanation of Sensitivity: *REDACTED*
Details of potential harm resulting from disclosure: *REDACTED*
Period of Confidence (if applicable): In perpetuity
Contact Details for Transparency / Freedom of Information matters: Name: *REDACTED* Position: Vice President, Contracts and Supply Chain Address: 6363 Walker Lane, Suite #500, Alexandria, VA, 22310, USA Telephone Number: +1 571-294-8233 Email Address: *REDACTED*

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

Hazardous Contractor Deliverables, Materials or Substances Statement by the Contractor

Contract No:

Contract Title: Collaborative Mission Manager

Contractor: Research Innovations Incorporated

Date of Contract: 1 March 2022

* To the best of our knowledge there are no hazardous Contractor Deliverables, materials or substances to be supplied. ☒

* To the best of our knowledge the hazards associated with materials or substances to be supplied under the Contract are identified in the Safety Data Sheets (Qty:) attached in accordance with Condition 23. ☐

Contractor's Signature: *REDACTED*

Name: *REDACTED*

Job Title: Vice President, Contracts and Supply Chain

Date: 4 March 2022

* check box (☒) as appropriate

To be completed by the Authority

Domestic Management Code (DMC):

NATO Stock Number:

Contact Name:

Contact Address:

Copy to be forwarded to:

Hazardous Stores Information System (HSIS)
Defence Safety Authority (DSA)
Movement Transport Safety Regulator (MTSR)
Hazel Building Level 1, #H019
MOD Abbey Wood (North)
Bristol BS34 8QW

Schedule 7 – Timber and Wood- Derived Products Supplied under the Contract: Data Requirements for Contract No:

The following information is provided in respect of Condition 24 (Timber and Wood-Derived Products):

Schedule of Requirements item and timber product type	Volume of timber Delivered to the Authority with FSC, PEFC or equivalent evidence	Volume of timber Delivered to the Authority with other evidence	Volume (as Delivered to the Authority) of timber without evidence of compliance with Government Timber Procurement Policy	Total volume of timber Delivered to the Authority under the Contract
N/A				

Schedule 8 – Acceptance Procedure (i.a.w. Condition 28) for Contract No:

Ref SC 2 Terms, Condition 29

Deliverable	Frequency	Description	Acceptance Criteria
Contract Award; Onsite Integrator, Access to AWS Cloud	Contract Award	Contract awarded and on-site Integrator is in place and operational. Access to CMM on AWS Gov cloud.	Contract signed and Integrator present, Access CMM on AWS Gov Cloud [1][2]
Collaborative Plan Document	Month 1	Delivery is a briefing and presentation material describing the result of the Collaborative Planning Process between RII and the MOD stakeholders	Receipt and inspection of deliverable [1][2]
Program Kick-off	Month 2	The Program Kick-off meeting will be conducted with all key stakeholders from both organizations. RII will provide a deliverable presentation that outlines the key aspects of the awarded contract including scope, schedule, and planned milestones. This will be provided in contractor format.	Delivery of the Program Kick-off presentation, conduct the Program Kick-off meeting either in person or virtually as circumstances allow. Action items will be documented, and a response plan prepared with individual responsibility assignments and suspense dates. [1],[2]
Monthly Status Report	Monthly	Encompasses current accomplishments, projected activities, personnel status, system accreditation status, program issues, and trips taken. This report will be the primary mechanism to capture critical activities and agreements between the PM and the customer, provided in contractor format.	Receipt and inspection of deliverable. [1],[2]
PM Working Group Meetings (PMWG) and Technical Exchange Meetings (TEM)	Month 2, 4, 6, 13	Facilitate discussion regarding program and technical status, resolution of actions, user interaction and feedback, collaborative planning, and coordination of upcoming events. Contractor will provide an agenda 5 days prior to the scheduled event and prepare a presentation summarizing relevant information for discussion based on the project plan and the Contractor and Authority Program Manager defined priorities. This will be provided in contractor format.	Delivery of the PM Working Group agenda and discussion summary, conduct of the PMWG meeting either in person or virtually as circumstances require. Action items will be documented, and a response plan prepared with individual responsibility assignments and

Deliverable	Frequency	Description	Acceptance Criteria
			suspense dates. [1],[2]
Training Material	Training will be in line with UK StratCom and Lead User needs, with sessions being available and reported throughout the Period of Performance.	<p>Training material will be developed and delivered in PowerPoint. Training material for the basic system functionality relevant to the Organizations' use cases will be reused from RII historical material.</p> <p>Training material will be developed or adapted to support newly prototyped capabilities, configurations, applications, and tools provided. Material will be sufficient to support the required "train the trainer" methodology. Provided in contractor format.</p>	Receipt and inspection of deliverable. [1],[2]
Initial Training	Month 2	<p>Formal training will be scheduled and conducted either in person or virtually. The Training will be in line with UK StratCom and Lead User needs, with sessions being available and reported throughout the Period of Performance. The Training will support UK StratCom and other relevant Ministry of Defence stakeholder/users via the delivery of effective, task-focused training.</p> <p>RII will support user training via four mechanisms:</p> <ul style="list-style-type: none"> - Formal, scheduled training sessions focused on primary system functions, workflows, and analyst tasks - Informal, specialized training in support of key or power user, - Consistent and persistent user mentorship, over-the-shoulder training via the Integrator - Online training based on our integrated, online training library 	<p>Conduct training sessions either in person or virtually as circumstances allow. Training events will be documented in the MSR.</p> <p>Receipt and inspection of deliverable [1][2]</p>

Deliverable	Frequency	Description	Acceptance Criteria
Experiment Final Report	Month 12	<p>Experiment Final Report: Provide Draft Post Experiment Report and at the end period of performance. The report will be technical and operational in nature and based on the use and development of the users and system during the experiment. The reports will consist of the following high-level design but are subject to change based upon the events of the exercise and requirements of Joint Warfare.</p> <ul style="list-style-type: none"> - Methodology or Approach - Agile Development Operations prior to/ in support of Exercise - Case Study - Evidence based assessment - User stories - Employment of system - Performance (Operational and Technical) - Evaluation - Assessment against Key User Requirements (KURs) / User need. - Summary of conclusions - Conclusions against Defence Lines of Development (If required) - Recommendations to inform the collaborative planning process, and outline further evaluation and assessment of CMM to inform further development based upon case studies 	Receipt and inspection of deliverable [1][2]

[1]	<p>The Authority shall limit review of each distinct deliverable to one cycle of review and comments to which the Contractor will respond, before approval, or deemed approval, is provided. "One cycle of review" means that the Authority review and comment, and the Contractor response to that review/comment shall be conducted once, such that the deliverable can be completed and accepted in a timely fashion. Ongoing progressive cycles of comments and responses will not be conducted. If the Authority does not approve the deliverable in its entirety, it shall inform the Contractor of its reasons and the Contractor shall address those reasons in its response. In its response, Contractor will deliver:</p> <ul style="list-style-type: none"> (1) corrections addressing the Authority's reasons for rejection; and/or (2) an acceptable correction plan addressing all areas of the Authority's concern within 5 days of receipt of comments. <p>All deliverables will be provided in Contractor format.</p>
[2]	<p>Acceptance or rejection of Services or Deliverables shall be made as promptly as practicable after delivery, and in no event later than 30 days from delivery. Failure to accept or reject Services or Deliverables within 30 days from delivery shall denote a deemed acceptance of the Services or Deliverables and the Contractor shall be eligible for payment. Deliverables may be partially or fully accepted or rejected, and accordingly, payments may be partial or full, commensurate with the completion of the acceptance criteria and considering the correction plan. Any outstanding unresolved concerns may be addressed in the following milestone period in accordance with the correction plan referenced above, as may be mutually agreed.</p>

Schedule 9 – Publishable Performance Information - Key Performance Indicator Data Report (i.a.w. Condition 12) for Contract No:

KPI Description*	Rating Thresholds	Frequency of Measurement	Quarter and Year*	Average for Reporting Period	Rating*	Comment*
N/A	Good*:					
	Approaching Target:					
	Requires Improvement:					
	Inadequate:					
	Good*:					
	Approaching Target:					
	Requires Improvement:					
	Inadequate:					
	Good*:					
	Approaching Target:					
	Requires Improvement:					
	Inadequate:					
Social Value KPI (if applicable)	Good*:					
	Approaching Target:					
	Requires Improvement:					
	Inadequate:					

*Publishable fields. Please note, of the four Rating Thresholds, only the 'Good' threshold is published. Please see the [DEFFORM 539B Explanatory Notes](#) for guidance on completing the KPI Data Report.

Schedule 10 – User Agreement

REDACTED

Schedule 11 – Government Furnished Assets/Services

- Access to MODNET via a MOD Laptop for the duration of the contract for each Integrator;
- Access to organisations sites, bases, barracks and buildings within UK StratCom associated with programme delivery;
- Sponsorship, hosting and administrative support for Personal Security Clearances - Onsite integrator will require DV Clearance for access to Northwood site and all named organisations; and
- Access to Secret data and environments (once clearances are confirmed) to support CMM deployment to Secret network and to relevant / required operational data.

Schedule 12 – Security Aspects Letter

To be provided by UK StratCom prior to Contract Award.

Schedule 13 – Personal Data Particulars DEFFORM 532

This Form forms part of the Contract and must be completed and attached to each Contract containing DEFCON 532B.

Data Controller	The Data Controller is the United Kingdom Ministry of Defence (the Authority). The Personal Data will be provided by News and Social media data providers including: *REDACTED* Authority personnel where appropriate based on Authority policy, legal, or other authorities and restrictions
Data Processor	The Data Processor is Research Innovations Incorporated (RII). The Personal Data will be processed *REDACTED* specified by the Authority using software developed by RII, 6363 Walker Ln STE 500, Alexandria, VA. At the time of proposal submission, there are no Sub-Processors identified in support of the Processor and Controller; however, should a Sub-Processor be added to the Program at a later date, all data processing requirements shall be flowed down to said Sub-Processor.
Data Subjects	The Personal Data to be processed under the Contract concern the following Data Subjects or categories of Data Subjects: (i) Authors of publicly available news and social media content, and (ii) Persons described by records created by Ministry of Defence personnel within the scope of the Authority's policy, legal or other authorities and restrictions.
Categories of Data	The Personal Data to be processed under the Contract concern the following categories of data: 1. Publicly available news and social media content; 2. Records describing Persons related to the Authority's policy, legal or other authorities and restrictions.
Special Categories of data (if appropriate)	The Personal Data to be processed under the Contract concerns the following special categories of data: Data created by Authority personnel may be sensitive or classified and may be 'special category' data. Its processing is necessary for the administration of the Authority's defence responsibilities.
Subject matter of the processing	The processing activities to be performed under the contract are as follows: Analysis of publicly available news and social media content and Authority-created records to support the planning, execution, and assessment of strategic communications, and other assigned defence operations. Ingested publicly available news and social media content will be based on topical, and media-source-based queries designed to provide context around appropriately assigned missions to Ministry of Defence user organisations, and only used in accordance with the Authority's policy, legal, or other authorities and restrictions. Similarly, records created by Ministry of Defence personnel will be related to appropriately assigned missions, and created in accordance with the Authority's policy, legal, or other authorities and restrictions
Nature and the purposes of the Processing	The Personal Data to be processed under the Contract will be processed as follows: Publicly available news and social media content will be collecting using mission-related queries and stored, processed and enriched with analytical results for the purpose of helping users assess the relevance of the news and social media content to assigned strategic communication or other defence missions, as well as assess the underlying effectiveness of Ministry of Defence, partner nation, or competitor communication efforts. Analytic results will be displayed to the Ministry of Defence and other UK personnel. Similarly, Ministry of Defence records will be created, processed and enriched to help plan, execute, and assess strategic communication or other defence missions.
Technical and organisational measures	The following technical and organisational measures to safeguard the Personal Data are required for the performance of this Contract: All data delivered to the Authority will be processed on accredited software within either the AWS GovCloud or the MOD Cloud ICE accredited computing instances. Research Innovations received its Cyber Essentials certification, with assessed risk of "Low", in March 2021, and is currently completing its annual recertification with an estimated completion date of 31 March 2022.
Instructions for disposal of Personal Data	The disposal instructions for the Personal Data to be processed under the Contract are as follows (where Disposal Instructions are available at the commencement of Contract): Appropriate disposal instructions will be executed by Authority personnel as users of the system or will be specified by the Authority as part of contract close out.

Date from which Personal Data is to be processed	Where the date from which the Personal Data will be processed is different from the Contract commencement date this should be specified here: Personal data will be processed following deployment of Research Innovations Inc. software to MODCloud ICE location(s).
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The capitalised terms used in this form shall have the same meanings as in the General Data Protection Regulations.

Schedule 14 – Import and Export Control DEFFORM 528

Attached hereto – Vol I_DEFFORM 528_0221