Order Form

CALL-OFF REFERENCE (CCS):	RM6263 – TBC		
CALL-OFF REFERENCE (DfE):	CCS project_7291		
CALL-OFF TITLE:	Data Science services – Development, Dev Ops, Architecture and Data Engineering		
CALL-OFF CONTRACT DESCRIPTION:	Architecture and Data Engineering The DfE is a central government ministerial department, and the Education and Skills Agency (ESFA) is one of the executive agencies sponsored by the Department for Education. Our department is responsible for education, children's social services, higher and further education policy, apprenticeships and wider skills in England, and equalities. We work to achieve a highly educated society in which opportunity is equal for all, no matter your background or family circumstances. Data Science is part of the Education and Skills Funding Agency (ESFA) within the Department for Education (DfE). We are a fast-paced Data Service providing functions that cover data capture, data operations, governance, visualisation, and analytics. Supporting funding, payments, performance monitoring and policy development. We are looking procure managed services to support critical data services, projects, programmes, and emerging technologies to increase user satisfaction across the education sector and deliver enhanced value on taxpayers' monies. This specific managed service procurement is for Development, DevOps Support, Architectural Support, Data Engineering Support		
THE BUYER:	Department for Education		
BUYER ADDRESS:	Cheylesmore House, Quinton Road, Coventry, CV1 2WT		
THE SUPPLIER:	Cognizant Worldwide Limited		
SUPPLIER ADDRESS:	1 Kingdom Street, Paddington Central, London, W2 6BD		
REGISTRATION NUMBER:	07195160		
DUNS NUMBER:	216654505		
SID4GOV ID:			

APPLICABLE FRAMEWORK CONTRACT

This Order Form is for the provision of the Call-Off Deliverables and dated **Thursday 18**th **August 2022**.

It's issued under the Framework Contract with the reference number RM6263 for the provision of Digital Specialists and Programmes Deliverables.

The Parties intend that this Call-Off Contract will not, except for the first Statement of Work which shall be executed at the same time that the Call-Off Contract is executed, oblige the Buyer to buy or the Supplier to supply Deliverables.

The Parties agree that when a Buyer seeks further Deliverables from the Supplier under the Call-Off Contract, the Buyer and Supplier will agree and execute a further Statement of Work (in the form of the template set out in Annex 1 to this Framework Schedule 6 (Order Form Template, SOW Template and Call-Off Schedules).

Upon the execution of each Statement of Work it shall become incorporated into the Buyer and Supplier's Call-Off Contract.

CALL-OFF LOT(S):

Lot 1 - Digital Programmes

CALL-OFF INCORPORATED TERMS

The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

- 1. This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
- 2. Joint Schedule 1 (Definitions) RM6263
- 3. Framework Special Terms
- 4. The following Schedules in equal order of precedence:
 - Joint Schedules for RM6263
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 6 (Key Subcontractors)

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- Joint Schedule 10 (Rectification Plan)
- Joint Schedule 11 (Processing Data)
- Joint Schedule 12 (Supply Chain Visibility)
- Joint Schedule 13 (Cyber Essentials)
- Call-Off Schedules for RM6263
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 2 (Staff Transfer)
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 5 (Pricing Details and Expenses Policy)
 - Call-Off Schedule 6 (Intellectual Property Rights and Additional Terms on Digital Deliveries)
 - Call-Off Schedule 7 (Key Supplier Staff)
 - o Call-Off Schedule 8 (Business Continuity and Disaster Recovery)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 10 (Exit Management)
 - Call-Off Schedule 13 (Implementation Plan and Testing)
 - Call-Off Schedule 14A (Service Levels)
 - Call-Off Schedule 15 (Call-Off Contract Management)
 - Call-Off Schedule 16 (Benchmarking)
 - Call-Off Schedule 18 (Background Checks)
 - o Call-Off Schedule 20 (Call-Off Specification)
 - Call-Off Schedule 23 (HMRC Terms)
- 5. CCS Core Terms (version 3.0.11)
- 6. Joint Schedule 5 (Corporate Social Responsibility) RM6263
- 7. Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Buyer (as decided bythe Buyer) take precedence over the documents above.

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

CALL-OFF SPECIAL TERMS

The following Special Terms are incorporated into this Call-Off Contract:

Special Term 1

To supplement existing provisions, the Supplier will comply with the following additions:

- All supplier staff working on services in relating to this contract will need to undertake as a minimum, a BPSS.
- The Supplier shall ensure that no Supplier Staff who discloses that they have a Relevant Conviction, or who is found to have any Relevant Convictions (whether as a result of a police check or through the vetting procedure of HMG Baseline Personnel Security Standard or through the Disclosure and Barring Service (DBS) or otherwise), is employed or engaged in any part of Framework Ref: RM6263

Project Version: v1.0 Model Version: v3.7

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the provision of the Services without the prior written approval of the Buyer. Subject to the Data Protection Legislation, the Supplier shall disclose the results of their vetting process, immediately to the Buyer. The decision as to whether any of the Supplier's Staff are allowed to perform activities in relation to the Call Off Contract, is entirely at the Buyer's sole discretion

- The Supplier shall be required to undertake annual periodic checks during the Call Off Contract Period of its Staff, in accordance with HMG Baseline Personnel Security Standard so as to determine the Supplier Staff suitability to continue to provide Services under the Call Off Contract. The Supplier shall ensure that any Supplier Staff who discloses a Relevant Conviction (either spent or unspent), or is found by the Supplier to have a Relevant Conviction through standard national vetting procedures or otherwise, is immediately disclosed to the Buyer. The Supplier shall ensure that the individual staff member immediately ceases all activity in relation to the Call Off Contract, until the Buyer has reviewed the case, on an individual basis, and has made a final decision.
- Where the Buyer decides that a Supplier Staff should be removed from performing activities, as a
 result of obtaining information referred to the clauses above in relation to the Call Off Contract,
 the Supplier shall promptly and diligently replace any individual identified. The Supplier shall
 ensure that any replacement staff will meet the provision set out in clause 2.1 of the Call off
 Contract."
- Please refer to the defined terms section for further information on 'Conviction' & 'Relevant Conviction'.

Term Conviction	Definition Means other than for minor road traffic offences, any previous or pending prosecutions, convictions, cautions and binding over orders (including any spent convictions as contemplated by section 1(1) of the Rehabilitation of Offenders Act 1974 by virtue of the exemptions specified in Part II of Schedule 1 of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 (SI 1975/1023) or any replacement or amendment to that Order
Relevant Conviction	Means a Conviction that is relevant to the nature of the Services to be provided, at the discretion of the Buyer

Special Term 2

- Primary locations will not attract expenses some travel to other DfE sites may be required and
 must comply with DfE Travel and Subsistence policy. Parking is not available on DfE sites. Costs
 for additional roles required within this contract will be discussed and approved prior to each
 Statement of Work as needed.
- Some work may be UK wide and travel may be required to other DfE offices.

Special Term 3

• The latest start date will be outlined in each individual statement of work. Except for in exceptional circumstances, and as agreed with the buyer.

Special Term 4

 Contractors must work within the United Kingdom unless agreed by the Department on an individual basis.

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 Contractors must not take any departmental equipment abroad or access the departmental network whilst outside the United Kingdom unless agreed by the Department on an individual basis

CALL-OFF START DATE:	18 August 2022
CALL-OFF EXPIRY DATE:	17 August 2024
CALL-OFF INITIAL PERIOD:	2years Omonths
CALL-OFF OPTIONAL	6months (25% of the original term optional
EXTENSION PERIOD:	extension) if applicable.
MINIMUM NOTICE PERIOD	1month (30days)
FOR EXTENSION(S):	
CALL-OFF CONTRACT VALUE:	The total maximum value for this contract is
	£8,310,000 (ex VAT)
KEY SUB-CONTRACT PRICE:	Not applicable

CALL-OFF DELIVERABLES

See details in Call-Off Schedule 20 (Call-Off Specification)]

BUYER's STANDARDS

From the Start Date of this Call-Off Contract, the Supplier shall comply with the relevant (and current as of the Call-Off Start Date) Standards set out in FrameworkSchedule 1 (Specification).

CYBER ESSENTIALS SCHEME

The Buyer requires the Supplier, in accordance with Joint Schedule 13 (Cyber Essentials Scheme) to provide a Cyber Essentials Plus Certificate prior to commencing the provision of any Deliverables under this Call-Off Contract.

MAXIMUM LIABILITY

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the CoreTerms, as amended by the Framework Award Form Special Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £4,200,000 in the first 12 Months of the Contract.

CALL-OFF CHARGES

- (1) Capped Time and Materials (CTM);
- (2) Fixed Price; or
- (3) A combination of two or more of the above Charging methods.

See details in Call-Off Schedule 5 (Pricing Details and Expenses Policy) for furtherdetails.

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Where non-UK Supplier Staff (including Subcontractors) are used to provide any element of the Deliverables under this Call-Off Contract, the applicable rate card(s) shall be incorporated into Call-Off Schedule 5 (Pricing Details and Expenses Policy) and the Supplier shall, under each SOW, charge the Buyer a rate no greater than those set out in the applicable rate card for the Supplier Staff undertaking that element of work on the Deliverables.

REIMBURSABLE EXPENSES



PAYMENT METHOD

BACS - The supplier will issue electronic invoices monthly in arrears. The buyer will make payment of the invoice within 30 days of receipt of a valid invoice. To be submitted on completion and confirmation of each Statement of Work against the relevant PO.

A copy of the invoice must also be sent to the work requestor specified within the SOW/Purchase Order.

A valid invoice will:

- be dated and have a unique invoice number;
- quote a valid purchase order number;
- include correct Supplier details;
- specify the services supplied;
- include the correct SOW reference
- be for the correct sum
- provide contact details for queries.

BUYER'S INVOICE ADDRESS:

Accounts Payable
ASC Purchasing
Cheylesmore House
Quinton Road
Coventry
CV1 5WT

accountingservices.esfa@education.gov.uk

BUYER'S AUTHORISED REPRESENTATIVE

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Name:	<redacted></redacted>		
Role:	Acting Deputy Director - Data Science Division		
phone	<redacted></redacted>		
email address	<redacted></redacted>		
address	Cheylesmore House, Quinton Road, Coventry, CV1 2WT		

BUYER'S ENVIRONMENTAL POLICY

N/A

BUYER'S SECURITY POLICY



SUPPLIER'S AUTHORISED REPRESENTATIVE

Name:	<redacted></redacted>
Role:	Client Partner
phone	<redacted></redacted>
email address	<redacted></redacted>
address	1 Kingdom Street, Paddington Central, London, W2 6BD

SUPPLIER'S CONTRACT MANAGER

Name:	<redacted></redacted>		
Role:	Customer Relationship Manager		
phone	<redacted></redacted>		
email address	<redacted></redacted>		
address	1 Kingdom Street, Paddington Central, London, W2 6BD		

PROGRESS REPORT FREQUENCY

To be agreed with supplier at the point of each Statement of Work to be called off under this contract.

PROGRESS MEETING FREQUENCY

To be agreed with supplier at the point of each Statement of Work to be called off under this contract

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KEY STAFF

To be agreed with supplier at the point of each Statement of Work to be called off under this contract

KEY SUBCONTRACTOR(S)

Supplier's Information		
Subcontractors /	Not applicable	
Partners:		

COMMERCIALLY SENSITIVE INFORMATION

Supplier's Information	
Commercially sensitive information:	Cognizant view information about our staff, our customers and our prices as confidential.

SERVICE CREDITS

No Service Credits will be accrued in accordance with Call-Off Schedule 14A(Service Levels) however The Department reserves the right to amend the service levels and where applicable introduce service credits across the contract duration, subject to agreement in the applicable SOW.

ADDITIONAL INSURANCES

Not required

GUARANTEE

Not required

SOCIAL VALUE COMMITMENT

The Supplier agrees, in providing the Deliverables and performing its obligations under the Call-Off Contract, that it will comply with the social value commitments in Call-Off Schedule 4 (Call-Off Tender)]

STATEMENT OF WORKS

During the Call-Off Contract Period, the Buyer and Supplier may agree and execute completed Statement of Works. Upon execution of a Statement of Work the provisions detailed therein shall be incorporated into the Call-Off Contract to which this Order Form relates.

FORMATION OF CONTRACT

By signing and returning this Order Form Schedules 6, the Supplier agrees to enter into a Call-Off Contract with the Buyer.

The Parties agree that they have read the Order Form, the Call-Off Contract terms and conditions, and the Schedules, and by signing below agree to be bound by this Call-Off Contract.

Framework Schedule 6 (Order Form Template and Call-Off Schedules) Crown Copyright 2021

For and on behalf of the Supplier:		For and on behalf of the Buyer:	
Signature:		Signature:	
Name:	<redacted></redacted>	Name:	<redacted></redacted>
Role:	Head of Contracting Assurance		Deputy Director Operations Directorate Commercial Delivery Team
Date:		Date:	

Appendix 1

(Template Statement of Work to be customised to reflect each SoW as and when requested)



Schedule 3 - Statement of Work (SOW)

Issued in accordance with Contract xxxx and including Pricing Arrangements, Deliverables and Key Personnel.

3.1 SOW Summary

5.1 SOW Sullillary	
Date of SOW:	
SOW Reference:	
SOW Value:	
Buyer:	
Supplier:	
Date Required:	
Location:.	
Work Package Title:	
Phase(s) of Development:	
Start Date & End Date of SOW	
Estimated Duration of SOW:	
Background:	
Description of Requirements:	
Work Package Approach:	

Framework Schedule 6 (Order Form Template and Call-Off Schedules) Crown Copyright 2021

Security Vetting Checks	
required	

- 3.1.1 The Parties will execute a SOW for each release. Note that any ad-hoc Service requirements are to be treated as individual releases in their own right (in addition to the releases at the delivery stage); and the Parties should execute a separate SOW in respect of each.
- 3.1.2 The rights, obligations and details agreed by the Parties and set out in this SOW apply only in relation to the Services that are to be delivered under this SOW and will not apply to any other SOWs executed, or to be executed, under this Call-Off Contract unless otherwise agreed by the Parties.

3.2 Deliverables, Acceptance Criteria & Milestones

3.2.1 To be added into the table below in agreement between the Buyer and Supplier on a work package by work package basis.

Ref	Deliverables		Success criteria	Milestones	
	Payments BAU /EI				
D1					
D2					
D3					
D4					
D5					
D6					
	I	En	d of Deliverables		
Charging Mo	thad(s) for this	Capped Time and Material (CTM)			
Charging Method(s) for this work Package:		Invoiced monthly in arrears based on agreed progress towards Deliverables.			
Travel Expectations and Expenses:		All expenses must be claimed in accordance with the prevailing expenses policy operated by the Buyer. Invoices including claims for expenses which do not comply with this policy will be rejected in their entirety			

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	There will be no overtime paid in relation to this statement of work.
	Any additional work shall be agreed between the Buyer and
	Supplier in writing, prior to commencing work. For any additional
Overtime and on-call	work agreed between both parties, the rates will be at the
	standard rates, which are captured in the Call-Off contract. Any
	additional work must be accompanied by a CCN, outlining the
	agreed deliverables for any additional work.

3.3 Supplier Response

Service Charges Breakdown				
Role	Day Rate (ex VAT)	Max Days	Total Cost (ex VAT)	
	_			
End of Response Total EX VAT				
Total INC VAT				

3.4 Key Personnel

- 3.4.1 The Parties agree that the Key Personnel in respect of this Project are detailed in the table below.
- 3.4.2 Table of Key Personnel:

[This table is intended for both buyer & supplier to detail the key contact points during the duration of the SOW. This section should not be used to detail actual resource requirements]

Name	Role	Details

3.5 Call-Off Contract Charges

3.5.1 For each individual Statement of Work (SOW), the applicable Call-Off Contract Charges (in accordance with the charging method in the Order Form) will be calculated using all of the following:

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- the agreed relevant rates for Supplier staff or facilities, which are inclusive of any applicable expenses and exclusive of VAT and which were submitted to the Buyer during the Further Competition that resulted in the award of this Call-Off Contract.
- the number of days, or pro rata for every part of a day, that Supplier staff or facilities will be actively providing the Services during the term of the SOW.
- a contingency margin of up to 20% applied to the sum calculated on the basis of the above two points, to accommodate any changes to the SOW Deliverables during the term of the SOW (not applicable to Lot 3). The Supplier must obtain prior written approval from the Buyer before applying any contingency margin.
- 3.5.2 The Supplier will provide a detailed breakdown of rates based on time and materials Charges, inclusive of expenses and exclusive of VAT, with sufficient detail to enable the Buyer to verify the accuracy of the time and material Call-Off Contract Charges incurred.

The detailed breakdown for the provision of Services during the term of the SOW will include (but will not be limited to):

- a role description per Supplier Staff;
- a facilities description;
- the agreed relevant rate per day;
- any expenses charged per day, which are in line with the Buyer's expenses policy (if applicable);
- The number of days, or pro rata for every part day, they will be actively providing the Services during the term of the SOW; and
- The total cost per role / facility.

The Supplier will also provide a summary which is to include:

- Total value of this SOW:
- Overall Call-Off Contract value;
- Remainder of the value under overall Call-Off Contract Charge where:
 - Remainder of value under overall call-Off Contract Charge overall Call-Off Contract value sum of total value of all SOWs invoiced; and
- Whether there is any risk of exceeding overall Call-Off Contract value (and thereby requiring a Contract Change Note (CCN) to continue delivery of Services).
- 3.5.3 If a capped or fixed price has been agreed for a SOW:
 - The Supplier will continue at its own cost and expense to provide the Services even where the agreed price has been exceeded; and
 - The Buyer will have no obligation or liability to pay for the cost of any Services delivered relating to this order after the agreed price has been exceeded.
- 3.5.4 Multiple SOWs can operate concurrently.
- 3.5.5 The Supplier will keep accurate records of the time spent by the Supplier Staff in providing the Services and will provide records to the Buyer for inspection on request (not applicable to Lot 3 Services).

3.6 Performance Standards & Quality Assurance

3.6.1 All outcomes delivered in relation to this work package will meet the performance standards set out below, unless otherwise agreed in this statement of work:

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Performance Standard/Requirements	Description
GDS Service Standards	All deliverables & outputs from this SOW must meet all requirements set out in the GDS Service Standards. Details of the Standards are set out in the following link https://www.gov.uk/service-manual/service-standard
Agile Methodologies	All deliverables from this SOW which are to be conducted in line with recognised agile methods

3.7 Reporting and Communications

- 3.7.1 If required the Buyer and Supplier shall meet monthly to discuss the operational performance of the contract & progress towards the outcomes set out in the SOW. The meeting shall be attended by the Account Executive or Service Delivery Manager of the Supplier and Service Owner of the Buyer.
- 3.7.2 The content of the meeting will include, but not be limited to the below:
 - Progress against each objective, highlighting any missed deliverables.
 - Any performance issues which need to be addressed.
 - Review of the exit plan & handover arrangements to ensure they remain fit for purpose.
- 3.7.3 One week prior to the meeting, the Supplier shall provide a report detailing an update on the aforementioned areas.
- 3.7.4 The Buyer shall outline any significant changes which may affect the achievement of deliverables.

3.8 Variation

3.8.1 As stated in the call-off contract, the client has the right to amend the rate of development or delivery of service contained within SOW when required. Should this occur; the Supplier and Client will mutually agree a variation within five calendar days.

3.9 Termination

- 3.9.1 The Buyer reserves the right to terminate the SOW at any time, giving a notice period of fifteen (15) calendar days in which all development work will cease.
- 3.9.2 The notice period should be given in writing. The receiving party must acknowledge receipt of request within 24 hours.

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3.10 Handover and Exit Management

- 3.10.1 During the initiation stage of this SOW, a handover and exit management strategy must be formulated by the Supplier and reviewed by the DfE. This will include knowledge transfer and handover tasks required.
- 3.10.2 The Supplier will help the Buyer to migrate the Services to the DfE or a replacement supplier in line with the exit plan to ensure continuity of services.

3.11 Agreement of Statement of Works

3.11.1 By Signing this SOW, the Parties agree to be bound by the terms and conditions set out herein:

	Supplier:	Buyer:
Name:		
Title:		
Signature:		
Date:		

ANNEX 1

Data Processing:

Prior to the execution of this Statement of Work, the Parties shall review Annex 1 of Joint Schedule 11 (Processing Data) and if the contents of Annex 1 does not adequately cover the Processor / Controller arrangements covered by this Statement of Work, Annex 1 shall be amended as set out below and the following table shall apply to the Processing activities undertaken under this Statement of Work only:

Description	Details
Identity of Controller for each Category of Personal Data	 The Relevant Authority is Controller, and the Supplier is Processor The Parties acknowledge that in accordance with Paragraph 2 to Paragraph 15 and for the purposes of the Data Protection Legislation, the Relevant Authority is the Controller, and the Supplier is the Processor of the following Personal Data: That which is processed through Submit Learner Data, the Learning Records Service, the Operational Data Platform, VYED, Datawarehouse and the Online Forms Platform. That which is processed in the delivery of services as set out at Attachment 1 – Services Specification. That which is processed in accordance with the individual Statement of Works.
	The Parties are Independent Controllers of Personal Data The Parties acknowledge that they are Independent Controllers for the purposes of the Data Protection Legislation in respect of:
	 Business contact details of Supplier Personnel, Business contact details of any directors, officers, employees, agents, consultants and contractors of the Buyer (excluding the Supplier Personnel) engaged in the performance of the Buyer's duties under this Contract.
	e.g. where (1) the Supplier has professional or regulatory obligations in respect of Personal Data received, (2) a standardised service is such that the Buyer cannot dictate the way in which Personal Data is processed by the Supplier, or (3) where the Supplier comes to the transaction with Personal Data for which it is already Controller for use by the Buyer]
Duration of the Processing	For the duration of this contract; that is 2 years + 6months (25% of the original term optional extension) if applicable.

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Details of the nature and purposes of personal data processing will be set Nature and purposes of the out in the individual Statements of Works. Processing may include but is not limited to the collection, recording, Processing organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, and/or erasure or destruction of data (whether or not by automated means). The precise nature and purpose of the processing will be defined in the individual Statements of Work. Personal data processing will include: That which is processed through Submit Learner Data, the Learning Records Service, the Operational Data Platform, VYED, Datawarehouse and the Online Forms Platform. That which is processed in the delivery of services as set out at Attachment 1 – Services Specification. That which is processed in accordance with the individual Statement of Works. As defined in the individual Statements of Works. Type of Personal Data Unique Learner Number Given Name Middle Names Family Name Preferred Given Name Previous Family Name Date of Birth Sex (although we label it gender in some down steam systems) Address Postcode **Email Address** Unique Candidate Number Unique Pupil Number Qualification Award Date Grade/Outcome and Individualised Learner Record and FE Workforce specifications. Categories of Data As defined in the individual Statements of Works and may include: Subject Learning Record Service which includes the personal data of learners from the age of 14+. Submit Learner Data which includes the personal data of 16-19 learners and learners funded through Adult skills, Apprenticeships (incl higher and degree level apprenticeships), Community Learning, European Social Funding (ESF), Advanced Learner Loans and personal data of staff in FE organisations... The Operational Data Platform, VYED, Datawarehouse and Online Forms platforms includes personal data of learners funded through all the above routes as onward and source systems

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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

It is not expected that the Data Processor will retain any personal data processed through Submit Learner Data, the Learning Records Service, the Operational Data Platform, VYED, Datawarehouse and the Online Forms Platform in the delivery of this contract. If this is required, it will be clearly set out in the individual Statement of Work. Any data retained must be in accordance with DfE's agreed retention policies. The data security clauses within the contract must be adhered to for all data handling, deletion, and destruction.

Contract Schedules/Accompanying/ Relevant Documents attached below









