





HSE FLEXIBLE WORKFORCE SOLUTIONS FRAMEWORK ORDER FORM

PART 1 : CLIENT INFORMATION

HEALTH AND SAFETY EXECUTIVE CUSTOMER	
SERVICE ADDRESS	Redgrave Court, Bootle, Liverpool L20 7HS
LINE MANAGER	<div>[REDACTED]</div> <div>[REDACTED]</div> <div>[REDACTED]</div> (timesheet authorisation, as above unless stated otherwise)
HSE CONTRACT REF NO.	T3563

CONTRACTOR	LA International Computer Consultants Ltd
SERVICE ADDRESS	International House Festival Way Stoke-on-Trent ST1 5UB
ACCOUNT MANAGER	<div>[REDACTED]</div> <div>[REDACTED]</div> <div>[REDACTED]</div>

PART 2 : SERVICE REQUIREMENTS

NAME OF INTERIM PERSONNEL	
FRAMEWORK DISCIPLINE AREA	OSD
JOB ROLE / TITLE	EU Exit PMO Analyst
JOB DESCRIPTION (including details if part-time / full-time, hours of work, location)	 PMOA_JD Jan 20 Final.docx
IR35 ASSESSMENT	 IR35 result_T3563.pdf
COMMENCEMENT DATE	5 February 2020
END DATE	5 August 2020
TERMINATION	Potential breakpoint on 31st March 2020 subject to a Termination Notice Period of one (1) weeks, unless otherwise agreed in writing between both parties.

PART 3 : FEES / CHARGES

i) DAILY CHARGE RATE APPLICABLE

Pay Rate	WTD	Premium	NI	Pension	Apprentice Levy	Contractor Fee	Total Charge
						£350.00	£44,800

ii) TRAVEL AND SUBSISTENCE

Where appropriate, HSE will pay actual and reasonable Travel and Subsistence costs to the contracted Interim Personnel, subject to the prior approval of their HSE Line Manager and in line with the following HSE Standard Travel and Subsistence rates.



Travel and
Subsistence Rates.docx

PART 4 : INVOICING & PAYMENTS

All invoices raised must include the relevant Purchase Order number. Failure to include the Purchase Order Number may delay payment. In all cases invoices should be submitted to the following address :

INVOICING ADDRESS (electronic only)	<u>APinvoices-HAS-U@gov.sscl.com</u>
PURCHASE ORDER NO. (to be quoted on all invoices)	

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PART 5 : SIGNATORIES

By signing and returning this Order Form the Contractor agrees to enter into a legally binding contract with HSE to provide the services under the terms of the Form of Agreement and specified in the Order Form.

IN WITNESS WHEREOF THIS CONTRACT HAS BEEN AGREED:

Signature

[Redacted Signature]

Name in Capitals

[Redacted Name]

Position

[Redacted Position]

Date

5 FEBRUARY 2020

Duly authorised to sign on behalf of

LA International Computer Consultants Ltd
International House, Festival Way, Stoke-on-Trent, ST1 5UB

Signature

[Redacted Signature]

Name in Capitals

[Redacted Name]

Position

[Redacted Position]

Date

03/02/20

Duly authorised to sign on behalf of the

HEALTH AND SAFETY EXECUTIVE
2.3 Redgrave Court, Merton Road, Bootle, Merseyside L20 7HS