



Large Boat Aerial Delivery

Draft Contract Schedule 2 (Statement of Requirement)

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Foreword

This Schedule 2 describes the Authority's requirements, which are broken down into sections and appendices as follows:

Section 1 - Equipment: This includes delivery of all LBAD System components including spares packages and test equipment up to and including Tranche 5. The Authority's performance requirements relating to this equipment are set out in the System Requirements Document (SRD) at Schedule 3.

Section 2 - Flight Trial Support: Post Contract Award, the Authority intends to lead and conduct acceptance flight trials to verify that the delivered LBAD System fully complies with its SRD performance requirements. The Contractor is required to provide SME support to these trials and the Authority's requirements are set out in Section 2 of this Statement of Requirements (SOR) document.

Section 3 - Supporting Documentation / Services: The Authority requires the Contractor to produce a series of documents to support its tender submission and then to maintain them through the life of the Contract. A list of this supporting documentation, and a high-level description, is set out in Section 3 of this SOR. The Authority's more detailed requirements pertaining to this documentation are set out in the in Schedule 7 (Contract Deliverable Documents).

Section 4 - Technical Services: Post Contract Award, the Authority requires the Contractor to provide various services. The requirements for these services are set out in Section 4 of this SOR document.

Section 5 - Reports: The Authority requires periodic reports from the Contractor on the status of equipment delivery, support documentation and services throughout the duration of the Contract. A description of the minimum required reports is set out in Section 5 of this SOR document.

Section 6 – Meetings: The Authority requires Contractor input to periodic meetings throughout the duration of the Contract. A description of these meetings and the Authority requirement is set out in Section 6 of this SOR document.

Section 7 – Contract Extension Options: This section details the Contract Extension Options that may be exercised in accordance with the Contract.

The 'Requirements Tables below set out the Authority's requirements for each Section of this Schedule 2. Each requirement contains the following information:

Column Heading	Description
Section	This provides the Section number aligned to the structure set out within the Forward.
Item	This provides a unique 'Item' reference number for each requirement within the Section.
Contractor Deliverables	A description of the Contractor Deliverable required to be delivered or performed by the Contractor.
Guidance	This column is for information purposes only.
Delivery Date	This sets out the Delivery Date for the Contractor Deliverable.
Acceptance/Rejection	This details the Acceptance/Rejection criteria applicable to the Contractor Deliverable.

Section 1 – Equipment Requirements Table

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
1 – Equipment	1.1	<u>Initial Provision Spares Package 1</u> Delivery of sufficient Spares and consumables to support 20 aerial drops for Flight Trial 1.	The Contractor is to identify and provide a detailed list of Spares and consumables (including quantities), that is required to support Flight Trial 1, within its Contractor Delivery Plan.	T0 + Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.
	1.2	<u>Support and Test Equipment 1</u> Delivery of all Support and Test Equipment needed for the maintenance and operation of the LBAD System in support of Flight Trial 1 as detailed within the Top-Level T&E Plan in support of Tranche 1 (SOR item 1.3). All Support and Test Equipment must include documentation for its maintenance, storage, operation and calibration records.	The Contractor is to identify the quantities, purpose and function, of all Support and Test Equipment needed for the maintenance and operation of the LBAD System in support of Flight Trial 1. As detailed in the Contractor Delivery Plan.	T0 + Contractor Delivery Plan Equipment to be delivered to the Authority 7 calendar days prior to the Logistics Readiness Review. .	Refer to Acceptance Plan at Schedule 12.
	1.3	<u>Tranche 1</u> Delivery of the following: Qty 2 LBAD Platform; and Qty 6 Parachute Sets; and Qty 2 Ancillary Sets.		T0 + Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.
	1.4	<u>Air Drop Payload Covers 1</u> <i>Delivery of the following</i> quantity of covers required per boat type: Qty 7 Maritime Interdiction Craft (Medium).		T0 + Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
	1.5	<u>Spares Package 2</u> Delivery of sufficient Spares and consumables to support 60 aerial drops for Flight Trial 2.	The Contractor is to identify and provide a detailed list of Spares and consumables (including quantities), that is required to support Flight Trial 2, within its Contractor Delivery Plan. Option 1a - conditional on successful completion of Flight Trial 1.	T0 + FT1 complete + Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.
	1.6	<u>Tranche 2</u> <i>Delivery of the following:</i> Qty 6 LBAD Platform; and Qty 7 Parachute Sets; and Qty 6 Ancillary Sets.	Option 1b - conditional on successful completion of Flight Trial 1.	T0 + FT1 complete + Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.
	1.7	<u>Air Drop Payload Covers 2</u> Delivery of the following <i>quantities of covers required per boat type</i> : Qty 6 Littoral Patrol Boat; and Qty 5 Riverine Patrol Craft; and Qty 7 Maritime Interdiction Craft (Heavy).	Option 1c - conditional on successful completion of Flight Trial 1.	T0 + FT1 complete + Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.
	1.8	<u>Support and Test Equipment 2</u> Delivery of all Support and Test Equipment as detailed within the Flight Test Plan at Annex C to Schedule 4 Top Level T&E Plan, needed for the maintenance and operation of the LBAD System in support of quantity of equipment supplied in Tranche 2 (SOR item 1.6).	The Contractor is to identify the quantities, purpose and function, of all Support and Test Equipment needed for the maintenance and operation of the LBAD System in support of Flight Trial 2. Option 1d- conditional on successful completion of Flight Trial 1.	T0 + Contractor Delivery Plan. Equipment to be delivered to Authority 7 calendar days prior to the Logistics Readiness Review.	Refer to Acceptance Plan at Schedule 12.

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
		All Support and Test Equipment must include documentation for its maintenance, storage, operation and calibration records.			
	1.9	<u>Contract Option 2 - Tranche 3</u> Delivery of the following: Qty 4 LBAD Platform; and Qty 4 Parachute Sets; and Qty 4 Ancillary Sets.	Discretionary Option 2 – conditional on successful completion of Flight Trial 2.	Authority invocation of Contract Option 2 + lead time from Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.
	1.10	<u>Contract Option 3 - Tranche 4</u> Delivery of the following: Qty 7 LBAD Platform; and Qty 6 Parachute Sets; and Qty 7 Ancillary Sets.	Discretionary Option 3.	Authority invocation of Contract Option 3 + lead time from Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.
	1.11	<u>Contract Option 4 - Tranche 5</u> Delivery of the following: Qty 6 LBAD Platform; and Qty 6 Ancillary Sets.	Discretionary Option 4.	Authority invocation of Contract Option 4 + lead time from Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.
	1.12	<u>Contract Option 5 –</u> <i>Delivery</i> of the following: Qty 4 Parachute Sets.	Discretionary Option 5.	Authority invocation of Contract Option 5 + lead time from Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.
	1.13	<u>Contract Option 6 –</u> <i>Delivery</i> of the following: Qty 2 Parachute Sets.	Discretionary Option 6.	Authority invocation of Contract Option 6 + lead time from Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.
	1.14	<u>Contract Option 7 –</u> <i>Delivery</i> of the following: Qty 1 LBAD Platform.	Discretionary Option 7.	Authority invocation of Contract Option 7 + lead time from Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
	1.15	<u>Contract Option 8 –</u> <i>Delivery of the following:</i> Qty 1 Ancillary Set.	Discretionary Option 8.	Authority invocation of Contract Option 8 + lead time from Contractor Delivery Plan.	Refer to Acceptance Plan at Schedule 12.

1. The Contractor shall ensure that all Contractor Deliverables delivered under Item 1.1 to 1.5 shall be free from any defects and/or other faults.
2. In the event the Authority identifies any defects and/or other faults in such Contractor Deliverables, which arise during the Flight Trials period and prior to LBAD System Acceptance, the Contractor shall:
 - 1.1.1. remedy any such defects and/or other faults as soon as reasonably practicable at no cost to the Authority; and/or
 - 1.1.2. indemnify the Authority for all costs incurred in carrying out any remedial work necessary to remedy such defects and/or other faults; and
 - 1.1.3. inform the Authority immediately if the Contractor becomes aware of any such defects that may have an impact on the LBAD System.

to ensure the Authority's Flight Trials proceed as planned.
3. The Authority shall notify the Contractor of such defects, faults or failures using the MOD Form 760 process.

Section 2 – Flight Trial Support Requirements Table

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
2 – Flight Trial Support	2.1.1	Flight Trial 1 Support.	<p>Two Flight Trials will be conducted by the Authority in accordance with the Flight Test Plan Annex C of Schedule 4 Top Level T&E Plan.</p> <p>The Authority will provide any working at height equipment to support flight trials or any other aspect of the Authority's requirement.</p> <p>The Authority will provide confirmation to the Contractor as soon as possible (post Contract Award) when the Flight Trials will occur. The Authority requires the Contractor to acknowledge it is prepared to be flexible regarding the exact timing of its Flight Trials support.</p>	<p>Flight Trial 1 will commence no later than 20 Business Days, after items 1.1, 1.2, 1.3 and 1.4 in this SOR have been delivered to the Authority.</p> <p>Flight Trial 2 will commence no later than 1 year after Flight Trial 1.</p>	<p>Written confirmation from the Authority's Project Manager that Flight Trial Support has been provided iaw 2.2 & 2.3 of this Section 2.</p>
	2.1.2	Flight Trial 2 Support.			
		Flight Trial Support shall be provided in accordance with Item 2.2 to 2.3 of this Section 2 below.			
	2.2	<p>The Contractor shall provide a maximum of 75 hours ad-hoc remote advice for the duration of Flight Trials (Flight Trial 1 and Flight Trial 2).</p> <p>The remote advice shall be provided within time frame specified by the Authority, No later than 18 hours of notification:</p>		As required by the Authority in accordance with this Section 2.	<p>Suitable ad-hoc advice provided by the Contractor to the Authority.</p> <p>All Contractor's responses issued within the timescales requested by the Authority.</p>

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
	2.2.1	Provision of technical advice;			<p>Suitable technical advice provided by the Contractor to the Authority.</p> <p>All Contractor's responses issued within the timescales requested by the Authority.</p>
	2.2.2	Act as POC to the Authority on technical questions raised regarding equipment within the LBAD System, not within the provided technical documentation;			All responses to Authority technical questions responded to within the timescales requested by the Authority.
	2.2.3	Virtual attendance at Flight Trial meetings to provide Contractor perspective and complete actions by agreed timescales.	Virtual meetings via MS Teams.	As notified by the Authority in accordance with this Section 2.	Attendance at the Flight Trial meetings and all actions completed within agreed timescales.
	2.3	<p>The Contractor shall provide in person support at RAF Brize Norton to provide technical advice on their platform solution during the Flight Trial 1 and Flight Trial 2.</p> <p>This in person support shall comprise the equivalent of maximum one (1) Contractor representative on-site at RAF</p>		The Authority will specify the date and time of the required attendance in a notice. The timing of such attendance shall be within 36 hours of notification by the Authority.	

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
		Brize Norton for 4 Business Days. These Business Days may or may not be consecutive.			

Section 3 – Supporting Documentation / Services Requirements Table

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
3.1 – Contractor Delivery Plan (CDP)	3.1	<p>The Contractor shall execute the CDP that defines its overall contract management approach, activities and lead times for provision of all Contractor Deliverables detailed within this Table of requirements.</p> <p>The CDP shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract and referenced in the Acceptance/Rejection column.</p>	<p>In accordance with DID 1, Schedule 7.</p> <p>The Contractor's progress and performance against the CDP shall be reported in accordance with the requirements detailed in Section 5 of this SOR.</p>	Submitted at tender submission.	<p>The Contractor Delivery Plan is the CDP document provided at tender submission referenced as follows:</p> <p>[Note to Tenderer: the reference number of Contractor Delivery Plan will be inserted here at Contract Award].</p>
3.2 – Contract Master Schedule (CMS)	3.2	<p>The Contractor shall develop, manage and maintain a CMS. This will include the Baseline schedule, a current forecast schedule with the updated performance against the Baseline schedule, and a high-level summary schedule as agreed with the Authority.</p> <p>The CMS shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	<p>In accordance with DID 2, Schedule 7.</p> <p>Any revisions to the baseline will be submitted to the Authority for acceptance.</p>	<p>Submitted at tender submission.</p> <p>CMS shall be maintained by the Contractor and reported on until final Contractor Deliverables has been accepted by the Authority.</p>	<p>Performance monitored through the Authority's acceptance/rejection of the Contract Delivery Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item.</p> <p>The Authority will provide written acceptance within 30 Business Days of receipt of each revised version of the CMS.</p> <p>If the CMS does not cover all detailed requirements in DID 2 the Authority will reject, and the Contractor will provide an update within 30 Business Days.</p>
3.3 – Configuration Management	3.3	The Contractor shall conduct configuration management through execution and	CMP written in accordance with DID 3, Schedule 7; and with DEFSTAN 05-057.	Submitted at tender submission.	Performance monitored through the Authority's acceptance/rejection of the

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
		maintenance of the Configuration Management Plan (CMP)		Configuration Management provided for the duration of the Contract. CMP will be reviewed and updated annually through the life of the Contract.	Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item. The Authority will provide written acceptance within 30 Business Days of receipt of each version of the CMP. If the CMP does not cover all detailed requirements in DID 3 the Authority will reject, and the Contractor will provide an update within 30 Business Days.
3.4 – Obsolescence Management	3.4	The Contractor shall conduct obsolescence management through execution and maintenance of the Obsolescence Management Plan (OMP) develop and maintain an OMP.	In accordance with DID 4, Schedule 7.	Submitted at tender submission. Obsolescence Management provided for the duration of the Contract. OMP will be reviewed and updated annually through the life of the Contract.	Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item. The Authority will provide written acceptance within 30 Business Days of receipt of each revised version of the OMP. If the OMP does not cover all detailed requirements in DID 4 the Authority will reject, and the Contractor will provide an update within 30 Business Days.
3.5 – Engineering Management	3.5	The Contractor shall conduct engineering management through the execution and maintenance of the Engineering Management Plan (EMP), which	In accordance with DID 5, Schedule 7.	Submitted at tender submission.	Performance monitored through the Authority's acceptance/rejection of the relevant reports and meeting minutes that evidence the

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
		details all engineering processes and procedures required.		Engineering Management provided for the duration of the Contract EMP will be reviewed and updated annually throughout duration of the Contract.	Contractor's Compliance with the line item. The Authority will provide written acceptance within 30 Business Days of receipt of each revised version of the EMP. If the EMP does not cover all detailed requirements in DID 5 the Authority will reject, and the Contractor will provide an update within 30 Business Days.
3.6 – Safety Management	3.6	The Contractor shall conduct safety management through execution and maintenance of the Safety Management Plan (SMP), which details the approach and management of all safety relevant activities.	In accordance with DID 6, Schedule 7 and in compliance with guidance in Def Stan 00-056 Appendix 7 to Annex C. The Contractor shall review and update SMP after Flight Trial 2 Report is published by the Authority.	Safety Management provided for the duration of the Contract. SMP will be reviewed and updated annually throughout duration of the Contract.	Performance monitored through the Authority's acceptance/rejection of relevant reports and meeting minutes that evidence the Contractor's Compliance with the line item. The Authority will provide written acceptance within 30 Business Days of receipt of each revised version. If the SMP does not cover all detailed requirements in DID 6 the Authority will reject, and the Contractor will provide an update within 30 Business Days.
3.7 – Hazard Log Report (HLR)	3.7	The Contractor shall record all hazards in a Hazard Log and provide a HLR that provides a snapshot of the Hazard Log status showing the linkages between hazards, accidents and Controls.	Created in accordance with the Document Requirements in DID 7, Schedule 7 and in compliance with guidance in Def Stan 00-056 Appendix 6 to Annex C.	Submitted at tender submission. The Contractor shall deliver updated versions whenever changes to the Hazard Log occur, or if no changes,	Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item.

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
		The HLR shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.		<p>annually, throughout duration of the Contract and when requested to support Authority safety monitoring.</p> <p>In addition, the Contractor will review and update HLR one month after Flight Trial 2 report published.</p>	<p>The Authority will provide written acceptance within 30 Business Days of receipt of each version if the HLR covers all identified hazards and shows linkages as required by the Def Stan and associated DID 7.</p> <p>If the HLR does not contain all hazards with appropriate information the Authority will reject and the Contractor will provide an update within 30 Business Days.</p>
3.8 – Programmable Elements Safety Summary (PESS) report	3.8	<p>The Contractor shall provide a PESS report that summarises the safety performance of any programmable elements highlighting safety issues and control measures.</p> <p>If there are no programmable elements as defined in Def Stan 00-056, a NIL RETURN should be noted in the PESS report.</p> <p>The PESS report shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	<p>In accordance with DID 8, Schedule 7 and in compliance with guidance in Def Stan 00-055 Annex G</p> <p>Contractor to note this report is not required if there are no programmable elements in the main system or associated test system.</p>	<p>Submitted at tender submission (if required).</p> <p>Updated versions annually throughout duration of the Contract, if applicable.</p>	<p>Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item.</p> <p>Authority will provide written acceptance within 30 Business Days of receipt of each version if the PESS report covers all identified programmable elements as required by the Def Stan and associated DID 8.</p> <p>If the PESS report does not contain all summarised programmable elements the Authority will reject and the Contractor will provide an update within 30 Business Days.</p>

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
3.9 – Environmental Document Pack (EDP)	3.9	<p>The Contractor shall provide, an EDP that complies with relevant environmental regulatory policy and legislation.</p> <p>The EDP shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	In accordance with DID 9, Schedule 7 and in compliance with DEF STAN 00-051.	<p>Submitted at tender submission.</p> <p>The Contractor shall deliver updated versions whenever changes to the EDP occur, or if no changes, annually, throughout duration of the Contract and when requested by the Authority.</p>	<p>Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item.</p> <p>The Authority will provide written acceptance within 30 Business Days of receipt of each version if the EDP covers all the detailed requirements associated with DID 9. If the EDP does not cover all detailed requirements the Authority will reject and the Contractor will provide an update within 30 Business Days.</p>
3.10 – Human Factors Integration (including Human Factors Integration Plan (HFIP) and Annexes)	3.10	The Contractor shall maintain Human Factors Integration (HFI) throughout the duration of the Contract to demonstrate and maintain compliance to HFI processes through execution of the HFIP, which details process for the identification, management and documentation of all Human Factors risks. The documentation shall be captured in the form of the HFIP Annexes.	<p>Created and maintained in accordance with the document requirements in DID 10, Schedule 7 and in accordance with Def Stan 00-251.</p> <p>Contractor shall review and update annually throughout duration of the Contract.</p>	<p>HFI provided for the duration of the Contract.</p> <p>HFI Annexes – 2 months after Contract Award for Authority acceptance.</p>	<p>Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting/working group minutes that evidence the Contractor's Compliance with the line item.</p> <p>The Authority will provide written acceptance within 30 Business Days of receipt of each version. If the HFIP does not cover all detailed requirements the Authority will reject and the Contractor will provide an update within 30 Business Days.</p>

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
3.11 – Availability, Reliability and Maintainability	3.11	The Contractor shall maintain availability, reliability and maintainability compliance through execution and maintenance of the Availability, Reliability and Maintainability Plan (ARMP), which details the effectiveness and availability of the LBAD System and components to provide progressive assurance of ARMP for the duration of the Contract.	In accordance with DID 11, Schedule 7.	The Contractor shall review and update ARMP annually throughout duration of the Contract.	<p>Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item.</p> <p>The Authority will provide written acceptance within 30 Business Days of receipt of each version. If the ARMP does not cover all detailed requirements in DID 11 the Authority will reject, and the Contractor will provide an update within 30 Business Days.</p>
3.12 – Test reports and results	3.12	<p>The Contractor shall provide all test reports and results of tests conducted on any and all equipment supplied by the Contractor under this Contract.</p> <p>The test reports and results shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	In accordance with DID 12, Schedule 7.	<p>Submitted at tender submission.</p> <p>The Contractor shall reissue following any developmental or procedural testing post Contract Award, conducted by the Contractor.</p>	The Authority will provide written receipt within 30 Business Days of receipt of each version. If the Test Report does not cover all detailed requirements in DID 12 the Authority will reject, and the Contractor will provide an update within 30 Business Days.
3.13 – Service and Support Management	3.13	The Contractor shall conduct service and support management through the execution and maintenance of the Service and Support Management Plan (SSMP).	In accordance with DID 13, Schedule 7.	<p>Service and Support Management provided for the duration of the Contract</p> <p>SSMP will be reviewed and updated annually throughout duration of the Contract.</p>	The Authority will provide written acceptance within 30 Business Days of receipt of each version. If the SSMP does not cover all detailed requirements in DID 13 the Authority will reject, and the Contractor will provide an update within 30 Business Days.

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
3.14 – Disposal Plan (DP)	3.14	<p>The Contractor shall develop, deliver and maintain a DP that will allow all Equipment provided under this Contract to be safely and economically disposed of by the Authority.</p> <p>The DP shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	Created in accordance with DID 14, Schedule 7.	<p>Submitted at tender submission.</p> <p>Contractor shall review and update Disposal Plan annually throughout the duration of the Contract.</p>	The Authority will provide written acceptance within 30 Business Days of receipt each version. If the Disposal Plan does not cover all detailed requirements in DID 14 the Authority will reject, and the Contractor will provide an update within 30 Business Days.
3.15 – Certificate of Design (CoD)	3.15	<p>The Contractor shall provide and maintain Certificates of Design (CoD) (Form 100A), detailing equipment certification and specifications supported by any referenced sub-component CoD or DDP detailed on a System level CoD.</p> <p>All CoD shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	<p>Created in accordance with DID 15, Schedule 7 and in accordance with RA 5103.</p> <p>CoD update schedule provided in Contract Tasking Report – details in Section 5.</p>	<p>Submitted at tender submission.</p> <p>The Contractor shall re-issue the CoD upon any changes to System Design or referenced sub-component changes including issue updates.</p>	The Authority will provide written acceptance within 30 Business Days of receipt of each version. If the CoD does not cover all detailed requirements in DID 15 the Authority will reject, and the Contractor will provide an update within 30 Business Days.

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
3.16 – Equipment Safety Assessment	3.16	<p>The Contractor shall undertake equipment safety assessments and deliver a Design Organisation (DO) Safety Assessment Report (SAR) which demonstrates the required certification of the safety of the capability and equipment.</p> <p>The SAR shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	In accordance with DID 16, Schedule 7.	<p>Submitted at tender submission.</p> <p>The Contractor shall review and update the Equipment Safety Assessment annually.</p>	The Authority will provide written acceptance within 30 Business Days of receipt of each version. If the SAR does not cover all detailed requirements in DID 16 the Authority will reject, and the Contractor will provide an update within 30 Business Days.
3.17 – Legislation and Standards Register (LAR)	3.17	<p>The Contractor shall provide a record of all applicable legislation and standards that apply to the company and all the equipment that they are required to provide under this Contract.</p> <p>The LAR shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	In accordance with DID 17, Schedule 7.	<p>Submitted at tender submission.</p> <p>The Contractor shall review and update the LAR annually throughout the duration of the Contract.</p>	The Authority will provide written acceptance within 30 Business Days of receipt of each version. If the LAR does not cover all detailed requirements in DID 17 the Authority will reject, and the Contractor will provide an update within 30 Business Days.

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
3.18 – Quality Assurance	3.18	<p>The Contractor shall provide quality assurance through the execution and maintenance of the Quality Plan (QP), in line with AQAP 2105 Edition C Version 1 (Jan 2019).</p> <p>The QP shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	In accordance with DID 18, Schedule 7.	<p>Submitted at tender submission.</p> <p>The Contractor shall review and update the QP annually, throughout the duration of the Contract.</p>	<p>Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item.</p> <p>The Authority will provide written acceptance within 30 Business Days of receipt of each version. If the QP does not cover all detailed requirements in DID 18 the Authority will reject, and the Contractor will provide an update within 30 Business Days.</p>
3.19 – Exit Management Plan (EMP)	3.19	<p>The Contractor shall develop, deliver and maintain an Exit Management Plan.</p> <p>The EMP shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	In accordance with DID 21, Schedule 7.	<p>Submitted at tender submission.</p> <p>The Contractor shall review and update the EMP annually, throughout the duration of the Contract.</p>	<p>The Authority will provide written acceptance within 30 Business Days of receipt of any revised version. If the Exit Plan does not cover all detailed requirements in DID 21 the Authority will reject, and the Contractor will provide an update within 30 Business Days.</p>

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
3.20 – Social Value	3.20	<p>The Contractor shall develop, deliver Social Value through execution and maintenance of the Social Value Plan.</p> <p>The SVP shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	In accordance with DID 19, Schedule 7.	<p>Submitted at tender submission.</p> <p>The Contractor shall review and update the SVP annually throughout duration of the Contract.</p>	<p>Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item.</p> <p>The Authority will provide written acceptance within 30 Business Days of receipt of each version. If the SVP does not cover all detailed requirements in DID 19 the Authority will reject and the Contractor will provide an update within 30 Business Days.</p>
3.21 – Technical Publications	3.21	<p>The Contractor shall provide all Technical Publications (Air Publications and Illustrated Parts Catalogues) pertaining to Deliverables supplied under this Contract, covering all aspects of Maintenance, Storage, Operations and Limitations to the Authority and F765 process.</p> <p>The Contractor shall develop, deliver and maintain a Technical Publications Management Plan (TPMP).</p> <p>The TPMP shall be submitted in accordance with Schedule 7 (Contractor Deliverables) of the Contract.</p>	<p>In accordance with DID 20, Schedule 7.</p> <p>Once verified by the Authority, documentation will be published by the Authority via TDOL.</p>	<p>Submitted at tender submission.</p> <p>Air Publications shall be updated by the Contractor 6 monthly for an initial 2 years after Contract Award and annually thereafter.</p> <p>The Contractor shall review and update as required, the TPMP annually throughout the duration of the Contract.</p>	<p>Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item.</p> <p>All documentation will be reviewed in accordance with the Authority's ADS Management Plan for content and accuracy.</p> <p>Any documentation which has omissions or inconsistent data will be rejected by the Authority for the Contractor to provide an update within 30 Business Days. The Authority will provide written acceptance within 30 Business</p>

Section	Item	Contractor Deliverables	Guidance	Delivery Date	Acceptance/Rejection
		The Contractor shall provide a Technical Publication Service covering all Air Publications associated with deliverables supplied under this Contract, as defined in the Contractor's Technical Publications Management Plan and F765 process.			Days of receipt of each version. If the TPMP does not cover all detailed requirements in DID 20 the Authority will reject and the Contractor will provide an update within 30 Business Days.

Section 4 – Technical Services Requirements Table

Section	Item	Contract Delivery	Guidance	Delivery Date	Acceptance
4.1– Technical Queries (TQ)	4.1.1	The Contractor shall provide a Technical Query service in accordance with this Section 4. TQs shall be classified as either routine or urgent by the Authority.	Draft STI and SI documents are to be delivered to the Authority for editing and publishing;	The TQ service shall begin 3 months after Contract Award. Routine TQs shall be acted upon by the Contractor and an initial response provided within 5 Business Days of Authority notification. Urgent TQs shall be acted upon, and an initial response provided by the Contractor within 48 hours of Authority notification.	Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item. All responses to Technical Queries delivered by the Contractor to the Authority within the relevant timescales specified (routine/urgent); Special Technical Instructions (STI) and Servicing Instructions (SI) delivered by the Contractor to the Authority in accordance with MAA Regulatory Publications (MRP) RAs as required by Item 4.1.2.1; Timely provision of Contractor advice to the Authority on the preparation of Design Modifications and Service Modifications in accordance with MAA RAs and DEFSTAN 05-57 as required by Item 4.1.2.2;
	4.1.2	At either the direction of the Authority or in the judgement of the Contractor as part of the response to a TQ, the Contractor shall be responsible for:			
	4.1.2.1	Preparing and supplying draft Special Technical Instructions (STI) and Servicing Instructions (SI) in accordance with MAA Regulatory Publications (MRP) RAs;			
	4.1.2.2	Advising the Authority on the preparation of Design Modifications and Service Modifications as appropriate in accordance with MAA RAs and DEFSTAN 05-57;			
	4.1.2.3	Preparing any other Information Leaflets or Vetting Command Leaflets not subject to separate development contracts, such as Service Amendment Leaflets (SAL) and Advance Information Leaflets (AIL).			
	4.1.3	The Contractor shall maintain a Technical Queries Register (TQR). This shall include but is not limited to:			

Section	Item	Contract Delivery	Guidance	Delivery Date	Acceptance
	4.1.3.1	Brief description of the TQ;			<p>Timely preparation of Information Leaflets or Vetting Command Leaflets as required by Item 4.1.2.3; and</p> <p>Authority acceptance of the Contract Tasking Report (Item 5.2) providing an up to date Technical Queries Register as required by Item 4.1.3.</p>
	4.1.3.2	Which Authority individual authorised the TQ;			
	4.1.3.3	Which Contractor individual responded to the TQ;			
	4.1.3.4	The date and time the TQ was raised;			
	4.1.3.5	The date and time the TQ was responded to;			
	4.1.3.6	The classification of the TQ (routine/urgent);			
	4.1.3.7	Action taken to resolve the TQ;			
	4.1.3.8	Status of the TQ (open/closed).			
	4.1.4	The Contractor shall, as part of its initial response to a TQ provide to the Authority, written confirmation of estimated labour hours required to provide the required response and estimated date for TQ completion.	<p>Each TQ will require a maximum 10 hours to complete. (240 hours in Year 1, 240 hours in Year 2, 120 hours in Year 3 and each thereafter).</p> <p>Any TQ forecast to require more than 10 hours to complete, will require approval from the Authority through the Emergent Work tasking procedure.</p>		
	4.1.5	From the beginning of the TQ service the Contractor shall include provision for 2 TQs per month for the first 2 years of the Contract and one per month thereafter.			
4.2 – Fault Investigation	4.2.1	The Contractor shall provide a Fault Investigation service in		The Fault Investigation service shall begin 3	Performance monitored through the Authority's

Section	Item	Contract Delivery	Guidance	Delivery Date	Acceptance
		accordance with the following process:		months after Contract Award.	acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item.
	4.2.1.1	The Contractor shall undertake the preliminary work arising from the Fault Investigation Report (MOD Form 760A);	F760 raised by the Authority.	Fault Investigation Reports shall be issued within 15 calendar days of the Contractor being notified by the Authority via Form F760.	Authority acceptance of the Contract Tasking Report (Item 5.2) demonstrating compliance with the Fault Investigation service as defined within Item 4.2.1.
	4.2.1.2	The Contractor shall determine the precise reason for the fault, issue a comprehensive report of each investigation and make recommendations for rectification or elimination of the cause of the fault;			
	4.2.1.3	The Contractor shall respond to the Authority with Fault Investigation Reports (Form 761) within 15 Business Days, unless previously agreed with the Authority;			
	4.2.1.4	The Contractor shall hold the equipment identified for disposal through the Fault Investigation process, while the Authority arranges for the disposal of the equipment;			
	4.2.2	The Contractor shall maintain a Fault Investigation Register, this shall include but is not limited to:			
	4.2.2.1	Brief description of the Fault Investigation;			
	4.2.2.2	Which Authority individual initiated the Fault Investigation;			
	4.2.2.3	The date the Fault Investigation was raised by the Authority;			

Section	Item	Contract Delivery	Guidance	Delivery Date	Acceptance
	4.2.2.4	Action taken/underway to resolve the Fault Investigation;			
	4.2.2.5	Status of the Fault Investigation (Open/Closed);			
	4.2.2.6	A report on any fault trends.			
	4.2.3	From the beginning of the Fault Investigation service the Contractor shall provide 1 Fault Investigation per month.	<p>Contractor to assume up to 10 hours per Fault Investigation for the first 2 years of the service (240 hours);</p> <p>Contractor to assume 5 hours per Fault Investigation for the remainder of the Contract;</p> <p>Any Fault Investigation forecast to require more than 10 hours to complete, will require approval from the Authority through the Emergent Work tasking procedure.</p>		
4.3 Quality Occurrence Reports (QORs)		<p>The Contractor shall be responsible for Quality Occurrence Report Investigations in accordance with the latest released Manual of Airworthiness Maintenance – Processes (MAM-P), chapter 11.1.</p> <p>The Contractor shall reply to the originator within 7 working days of receipt of the QOR giving details of who will be investigating the Quality Occurrence Escape.</p>	<i>[intentionally blank]</i>	<p>Quality Occurrence Investigation Report (QOIR) to the Originator.</p> <p>In any event where it is, or becomes, unlikely that the 28-day QOR investigation / reporting timescale cannot be achieved; authority to delay the investigation must be sought from the Originator, stating the reason and duration of required extension to complete the investigation.</p>	<p>Performance monitored through the Authority's acceptance/rejection of the Contract Tasking Report and relevant meeting minutes that evidence the Contractor's Compliance with the line item;</p> <p>The Contractor shall complete the required investigation within 28 working days of receiving the QOR and provide a</p>

Section	Item	Contract Delivery	Guidance	Delivery Date	Acceptance
					response on MOD Form F791A.
4.4 – Maintenance and Repair Service	4.4.1	The Contractor shall provide a maintenance and repair service in accordance with DEFSTAN 05-61 as requested by the Authority via the Emergent Work Procedure Form Part 1.	[intentionally blank]	The Maintenance and Repair service shall begin immediately after Contract Award.	As per the Emergent Work Procedure, all maintenance and repair work shall be completed within the timescale agreed with the Authority at the commencement of the work, and any changes to the timescales must be authorised by the Authority.
	4.4.2	As part of this service the Contractor shall:			
	4.4.2.1	Provide repair quotes;			
	4.4.2.2	Transport affected equipment to the OEM;			
	4.4.2.3	Carry out necessary equipment repair;			
	4.4.2.4	Commission repairs;			
	4.4.2.5	Deliver repaired equipment to the Authority.			

Section 5 – Reports Requirements Table

The following 'Requirements Tables' sets out the Authority's requirements for each Deliverable under this Section 5 (Reports Requirements Table).

Each requirement contains the following information:

Column Heading	Description
Item	This provides a unique 'Item' reference number for each requirement within the Section.
Contractor Deliverables	A description of the Contractor Deliverable required to be delivered or performed by the Contractor.
Sections	Specified reportable areas within each Contractor Deliverable.
Description	This describes the content of the required Contractor Deliverable.
Delivery / Frequency	This sets out the Delivery Date and frequency for the Contractor Deliverable.

Section 5 – Contractor Deliverables Acceptance Criteria

Unless otherwise specified in the Section 5 Requirements Table below, the Acceptance criteria for Section 5 Contractor Deliverables shall be on the basis of the Authority's Project Manager's acceptance in writing that the Contractor Deliverable meets the criteria detailed with the relevant Data Item Description.

Item	Contractor Deliverables	Sections	Description	Delivery / Frequency
5.1	Contract Delivery Report	Contract and Schedule Status Report.	<p>This report shall provide status updates on the extent to which the Contractor is maintaining delivery of the LBAD Systems, test equipment and spares compared to its original delivery plan forecast.</p> <p>The report shall include, but not be limited to, an update on:</p> <ol style="list-style-type: none"> 1. Status against all aspects of the Contractor Delivery Plan (Item 3.1 of Section 3); 2. Status against all aspects of the CMS; 3. Risk register; and 4. Finance report. 	<p>The Contractor shall deliver a report to the Authority on the last working Friday of every other month from the date of Contract Award until the delivery of Tranche 5;</p> <p>The Authority reserves the right to reject the report if it does not adequately cover all aspects in sufficient detail. In these circumstances the Contractor shall rectify and re-issue the report within 5 Business Days of being notified.</p>
5.2	Contract Tasking Report	Emergent Tasking Report;	<p>The Report shall contain but not be limited to:</p> <ol style="list-style-type: none"> 1. A list of quoted but uncommitted Emergent Tasks awaiting a Purchase Order (PO) or a cancellation confirmation from the Authority including: quote value, date of quote issue, date of quote expiry and forecast task duration; 2. A list of currently committed, ongoing Emergent Tasks that have a PO including: task value, date of task 	<p>This is an 'in-service' report with the first one to be issued by the Contractor to the Authority on the last Business Day of the month following delivery of all Tranche 1 related equipment. Contract Tasking Reports will be delivered by the Contractor to the Authority quarterly thereafter on the last Business Day of the particular month;</p> <p>The Authority reserves the right to reject the report if it does not adequately cover all required sections and in these circumstances</p>

Item	Contractor Deliverables	Sections	Description	Delivery / Frequency
			commencement, date of forecast completion and percentage completion; 3. A list of Emergent Tasks that have been completed within the past quarter.	the Contractor shall rectify and re-issue the report within 5 Business Days of being notified.
		Equipment and Spares Order Report;	An update on spares orders (if any) in the previous quarter and status of outstanding orders.	
		Social Value Report;	An update on the progress the Contractor has made on its Social Value commitments.	
		Configuration Management Report;	Provide an update if any configuration issues need to be reported.	
		Obsolescence Report;	Provide an update if any obsolescence issues need to be reported.	
		Environmental Case Report;	Provide an update if any environmental issues need to be reported.	
		Hazard Log Report;	Provide a report if any hazard issues need to be reported.	
		Programmable Elements Safety Summary Report;	Provide a report if any safety issues need to be reported.	
		Reliability & Maintainability Report;	Provide a report if any reliability issues need to be reported.	
		QOR Register;	Provide a report of any Quality issues including status of ongoing QOR or DASOR investigations.	
		HFI Case Report;	Provide a report if any HFI issues need to be reported.	

Item	Contractor Deliverables	Sections	Description	Delivery / Frequency
		KPI Report;	An update on the Contractor's performance against its KPI obligations.	
		Technical Queries Report;	An update on any new TQ raised (if any) in the previous Quarter and status of outstanding queries.	
		Fault Investigation Register (F760);	An update on any new Fault Investigations raised (if any) in the previous quarter and status of outstanding investigations.	
		Maintenance and Repair;	An update on any new maintenance and repairs raised in the previous quarter and status of outstanding repairs.	
		A Certificate of Design update ;	Details of any changes to the CoD of the LBAD system and any sub-components referenced.	
		Technical Publication service status.	Details of any Air Documentation, technical publication set updates required in the previous quarter. Status of F765 log.	
5.3	Occurrence Report	Response to a raised DASOR;	.	Ad hoc. Contractor will respond within 7 days of Authority occurrence report request. The Authority reserves the right to reject the report if it does not adequately cover all required sections and in these circumstances the Contractor shall rectify and re-issue the report within 5 Business Days of being notified.
		Response to Authority Quality Occurrence Report.	Contractor's input to QOR investigation.	Ad hoc.
5.4	Environmental Impact Report		Provide a report if any environmental issues need to be reported.	Annual. The Authority reserves the right to reject the report if it does not adequately cover all required sections and in these circumstances

Item	Contractor Deliverables	Sections	Description	Delivery / Frequency
				the Contractor shall rectify and re-issue the report within 10 Business Days of being notified.

Section 6 – Meetings Requirements Table

The following Section 6 'Requirements Tables' sets out the Authority's requirements for each Deliverable under this Section 6 (Meeting Requirements Table).

Each requirement contains the following information:

Column Heading	Description
Item	This provides a unique 'Item' reference number for each requirement within the Section.
Contractor Deliverables	A description of the Contractor Deliverable required to be delivered or performed by the Contractor.
Meeting Description	This describes the content of the required Contractor Deliverable.
Location	The location / venue of the meeting and whether virtual 'Online' attendance is available.
Frequency	This sets out the frequency of the Contractor Deliverables.
Role(s) of the Contractor	Describes the role of the Contractor for the meeting to ensure adequate representation and meeting preparation. This also indicates whether the meeting must be attended in person or whether virtual attendance is permissible.
Minimum Attendees	This sets out the minimum number of Contractor attendees and the role, function or expertise required.
Contractor Inputs (I) and Outputs (O)	This sets out: <ul style="list-style-type: none"> Any inputs that must be provided by the Contractor prior to the meeting; and The obligations post the meeting that the Contractor shall deliver to the Authority.

Section 6 - Contractor Deliverables Acceptance Criteria

Unless otherwise specified in the Section 6 Requirements Table below, the Acceptance criteria for Section 6 Contractor Deliverables shall be on the basis of the Authority's Project Manager's acceptance in writing that the Contractor Deliverable meets the criteria detailed with the relevant Data Item Description and confirmation that the Contractor has provided all the Contractor Inputs and Outputs associated with the Contractor Deliverable.

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
Flight Trials Meetings and Acceptance Reviews							
6.1	Preliminary Design Acceptance Review – FT1	<p>A multi-disciplined product assessment to ensure that the proposed system will meet the stated performance requirements of the SRD.</p> <p>The PDAR should:</p> <ul style="list-style-type: none"> • Ensure the System has a reasonable expectation of satisfying the capability requirements. • Ensure the whole design coherency. • Evaluate the System requirements to determine whether they correctly implement and allocate the requirements to the System and any 	RAF Brize Norton / Online	This one-day meeting (5 hours max) will be led by the Authority at their own facility – most likely RAF Brize Norton. The meeting will take place no later than 3 months post Contract Award.	Contractor shall attend the meeting in person and provide technical advice if called upon.	1 SME with technical understanding of the LBAD System	<p>(I) The Contractor shall provide the following LBAD related inputs within 14 Business Days of Contract Award:</p> <ul style="list-style-type: none"> - design and operating documentation - test reports - certifications and approvals <p>(O) None. Unless the Contractor is actioned otherwise by Authority at the PDAR.</p>

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
		<p>related element or subsystem.</p> <ul style="list-style-type: none"> Assess each element or subsystem for technical compliance, feasibility and performance to the individual specification and any related interface documentation. Ensure that the boundary, interface and interoperability issues and risks are understood and managed. Confirm that the Authority is prepared to start test procedure development. 					
6.2	Critical Design Acceptance Review – FT1	Assess the technical solution to assure immediate readiness to conduct FT1 and ensure it has a reasonable expectation of meeting the SRD.	RAF Brize Norton / online	This one day meeting (5 hours max) will be led by the Authority at their own facility - most likely RAF Brize Norton.	Contractor shall attend meeting in person and provide technical advice if called upon.	1 SME with technical understanding of the LBAD System.	<p>(I) Information on any design changes made as a result of Ground Assessment.</p> <p>(O) None. Unless Contractor is actioned otherwise by Authority.</p>

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
		<p>The CDAR should:</p> <ul style="list-style-type: none"> Assure System design and documentation prior to commencement of Flight Trials; and Consider other technical options to reduce risk in the detailed System design once the System's technical manufacturing baseline is established. 					
6.3	Initial Design Acceptance Review (IDAR)	<p>The IDAR will assess the extent to which LBAD System requirements being assessed in FT1 met the Authorities requirements.</p> <p>The IDAR will agree how any requirement non-conformances will be dealt with.</p>	RAF Brize Norton / Online.	This one-day meeting (5 hours max) will be led by the Authority at their own facility - most likely RAF Brize Norton.	Contractor shall attend meeting in person and provide technical advice if called upon.	1 SME with technical understanding of the LBAD System.	<p>(I) None. Unless Contractor is actioned otherwise by the Authority.</p> <p>(O) None. Unless Contractor is actioned otherwise by Authority.</p>

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
6.4	Preliminary Design Acceptance Review – FT2	<p>A multi-disciplined product assessment to ensure that the proposed system continues to meet the stated performance requirements of the SRD.</p> <p>Review:</p> <ul style="list-style-type: none"> ▪ Any changes once in service; ▪ Requirements/configuration for sequential despatch. 	RAF Brize Norton / Online	This one-day meeting (5 hours max) will be led by the Authority at their own facility - most likely RAF Brize Norton.	Contractor shall attend meeting in person and provide technical advice if called upon.	1 SME with technical understanding of the LBAD System.	<p>(I) Confirmation of design and operating documentation, test reports, certifications and approvals.</p> <p>(O) None. Unless Contractor is actioned otherwise by Authority.</p>
6.5	Critical Design Acceptance Review – FT2	<p>Assess the technical solution to ensure it has a reasonable expectation of meeting the URD and the SRD.</p> <p>Review:</p> <ul style="list-style-type: none"> ▪ LBAD Solution and documentation complete and Solution can proceed to FT2. 	RAF Brize Norton / Online	This is a one-day meeting (5 hours max) will be led by the Authority at their own facility - most likely RAF Brize Norton immediately prior to FT2.	Contractor shall attend meeting in person and provide technical advice if called upon.	1 SME with technical understanding of the LBAD System.	<p>(I) Information of design changes, as a result of Requirement Documentation, In-Service operation and understanding of capability requirements</p> <p>(O) None. Unless Contractor is actioned otherwise by Authority.</p>

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
6.6	Final Design Acceptance Review (FDAR)	<p>The FDAR will assess the extent to which LBAD System requirements being assessed in FT2 met the Authority's requirements.</p> <p>The FDAR will agree how any requirement non-conformances will be dealt with.</p> <p>A successful FDAR will trigger the release of payment retentions associated with Tranche 1 and 2.</p>	RAF Brize Norton / Online.	This one-day meeting (5 hours max) will be led by the Authority at their own facility - most likely RAF Brize Norton.	Contractor shall attend meeting in person and provide technical advice if called upon.	1 SME with technical understanding of the LBAD System.	<p>(I) None. Unless Contractor is actioned otherwise by the Authority.</p> <p>(O) None. Unless Contractor is actioned otherwise by Authority.</p>
6.7	Trials Risk Assessment	A 3-stage review process to satisfy the Authority DDH that all trials risks have been identified and mitigated ALARP before sign-off of Trials Instruction (TI).	RAF Brize Norton / online.	During T&E phase only.	SME	1 SME with technical understanding of the LBAD System.	(I) Response to any Trials Risks from a System solution perspective.
6.8	Trials Readiness Review	<p>Ensure appropriate documentation and plans are available and that all agencies are suitably prepared for the activity.</p> <p>Ensure required clearances are in place for the execution of the trials.</p>	RAF Brize Norton / Online.	During T&E phase only.	SME	1 SME with technical understanding of the LBAD System.	(I) Information to support Flight Trials planning and preparation.

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
6.9	Logistics Readiness Review	A review to check that all associated Contractor inputs are available to declare the LBAD System in service.	RAF Brize Norton / Online.	When all Input criteria is in place this one day meeting (5 hours max) will be led by the Authority at their own facility – most likely RAF Brize Norton.	Contractor shall attend meeting in person and provide technical advice if called upon.	1 SME with technical understanding of the LBAD System. 1 SME with understanding of maintenance of the LBAD System.	(I) All LBAD spares codified. (I) Spares Package 2 delivered. (I) Support and Test Equipment 2 delivered (I) SSMP (DID13) written to acceptable standard. (I) Contractor's technical publications issued.
Engineering Meetings							
6.10	Local Technical Committee (LTC)	Held in accordance with MAA RA 5301 (3) The LTC will manage Design Records and provide a forum for dealing with technical and associated matters, including design changes, to make decisions and where necessary make recommendations to the CCD for modification proposals and their classification.	Authority / Contract or facility or online via Teams.	6 monthly. First meeting to take place 6 months after Contract Award.	Contractor to provide secretarial function and SME input. Contractor to send out calling notice and agenda for meeting.	Contractor SQEP Engineering staff Representative (s) of the Design Organisation (DO) if not the Contractor Specialist advisers (as required).	(I) Modification proposals, DASOR, SESOR and MALDROPS. (I) Contract Tasking Reports. (I) Privileges Log. (O) Minutes/RODs to be issued by the Contractor to the Authority within 7 Business Days of the meeting taking place.

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
		As required, the LTC shall also officiate as a means of resolving, or referring to the Authority, local questions that arise in the implementation of specified technical requirements. This may include whether a new CoD is required or whether a change in a design manufacture or supply process will necessitate requalification testing.					
6.11	Configuration Control Board (CCB)	<p>Held in accordance with MAA RA 5301 (2).</p> <p>Detailed in the Configuration Management Plan (CMP) proposed by the Design Organisation (DO) and agreed with the TAA.</p> <p>(For small programmes, the CCB may be combined with the LTC meeting).</p>	Authority / Contract or facility or online via Teams.	Annually	<p>Contractor to provide secretarial function and SME input.</p> <p>Contractor to send out calling notice and agenda for meeting.</p>	<p>Contractor SQEP Engineers</p> <p>Representative (s) of the Design Organisation if not the Contractor.</p> <p>Specialist advisers (as required).</p>	<p>(I) LTC minutes, modification proposals, CSR, MRI</p> <p>(O) Minutes/RODs to be issued by the Contractor to the Authority within 7 Business Days of the meeting taking place.</p>

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
6.12	Safety/Hazard Review	<ul style="list-style-type: none"> ▪ Preliminary Hazard Identification and Analysis (PHIA). ▪ Hazard Working Group (HWG). ▪ Hazard Review Board (HRB). 	Online	Annually	SME	Contractor SQEP Safety staff.	(I) DO SAR, DO Hazard logs and Safety Data.
6.13	Human Factors Integration Working Group (HFIWG)	<p>HFIWG #1 shall include:</p> <ul style="list-style-type: none"> ▪ Review of Contractor's HFI Plan (Prime and any sub-contractors) ▪ Review of HFI RAIDO Register ▪ Combining of Authority and Contractor HFI RAIDO Registers ▪ Review of HFI management activities. ▪ Review of evidence presented in previously conducted HFI activities (details to be agreed). <p>Subsequent HFIWG meetings will include:</p> <ul style="list-style-type: none"> ▪ Review of progress against planned HFI activities (Contractor and any Subcontractors); 	Online or in person	<p>HFIWG #1 to take place 3 months after Contract Award.</p> <p>Meeting to take place annually thereafter.</p>	<p>Contractor to provide secretarial function and SME input.</p> <p>Contractor to send out calling notice and agenda for meeting.</p>	<p>Contractor HFI Manager</p> <p>Contractor SQEP HFI Staff</p>	<p>(I, O) Conduct of HFI activities as required.</p> <p>(O) Improved understanding of HFI processes.</p> <p>(O) Minutes/RODs to be issued to the Authority within 7 Business Days of the meeting taking place.</p>

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
		<ul style="list-style-type: none"> ▪ Review of HFI RAIDO Register; ▪ Review of HFI Case Reports; ▪ Recording of HFIWG meetings in the HFI Log; ▪ Production of relevant minutes to reflect discussions, agreements reached and any HFI issues/concerns and recommendations; ▪ Input to project documentation. 					
6.14	Quality Assurance Group (QAG)	<p>Held in accordance with JSP940.</p> <p>The Contractor shall attend QAG meetings focused on the Contract arrangements for Quality Assurance of the LBAD System and/or Government Quality Assurance (GQA) practicalities. Establish an agreeable agenda between both parties.</p>	Online	<p>First meeting to take place 6 months after Contract Award.</p> <p>Meeting to take place every 6 months thereafter.</p>	<p>Contractor to provide secretarial function and SME input.</p> <p>Contractor to send out calling notice and agenda for meeting.</p> <p>Provide responses to request for further information, or</p>	<p>The Contractor shall ensure attendance of Engineering and Quality staff, Suitably Qualified and Experienced (SQEP), who have appropriate empowerment.</p>	<p>(I) Quality information: Quality Plans, audits, DQA-FF reports, F760, F765, QORs</p> <p>(I) Concessions and Non-Conformance Reports (NCR)</p> <p>(I) Root Cause Analysis (RCA) reports</p> <p>(I) Details of any process improvements</p> <p>(O) Minutes/records of Decisions (RODs) to be</p>

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
					clarification. As well as information on any other quality issues.		issued to the Authority within 7 Business Days of the meeting taking place.
6.15	Annual Documentation Review Meeting		Online	Annually. First meeting to take place 12 months after Contract Award.	Secretarial function. Contractor to send out calling notice and agenda for meeting.	Contractor representative s with knowledge of the updated document set.	(I) A set of all the documents that are required to be updated annually as prescribed in Section 3 of this SOR. (O) Minutes/RODs to be issued to the Authority within 7 Business Days of the meeting taking place.
Contract Delivery Meetings							
6.16	Contract Delivery Status Meeting	This meeting will review status of: a. All aspects of the Delivery Plan; b. The CMS; c. Risks/Opportunities; d. Finance.	Contract or facility or online via MS Teams.	Every 2 months.	Authority will chair meeting. Contractor to provide secretarial function. Contractor to send out calling notice and	Contractor SQEP Project/ Contract Management staff. Contractor commercial staff.	(I) Contract Delivery Status Report. (I) CMS(O) Minutes/RODs will be issued by the Contractor to the Authority within 7 Business Days of the meeting.

Item	Contractor Deliverables	Meeting Description	Location	Frequency	Role(s) of Contractor	Minimum Attendees	Contractor Inputs (I) and Outputs (O) The Contractor shall provide Inputs to the Authority to support each meeting 5 Business Days in advance of each meeting.
					agenda for meeting. Contractor to ensure SME representation.		Meetings will continue every 2 months until delivery of all Tranches 1 to 5.
In Service – Contract Tasking Review Meeting							
6.17	Contract Tasking Review Meeting	An update on all sections of the Contract Tasking Report including status of Spares orders.	Contract or facility or online via Teams.	Quarterly.	Authority will chair meeting. Contractor to send out calling notice and agenda for meeting. Contractor to ensure SME representation.	Contractor SQEP Project and Contract Management staff. Contractor Commercial staff. Contractor engineering staff.	(I) Contract Tasking Report. (O) Minutes/RODs will be issued by the Contractor to the Authority within 7 Business Days of the meeting. Meetings will begin from the time all Tranche 1 related equipment has been delivered. The meeting will take place within 10 Business Days of issue date of that quarter's Contract tasking report.

Section 7 – Contract Extension Options Requirements Table

Section	Sections	Description	Frequency
7	7.1	Option to apply a contract extension (3 years)	Contract Option 9
	7.2	Option to apply a contract extension (3 years)	Contract Option 10