

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

Call-Off Ref: RM1043.8

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Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

Order Form

Call-Off Reference: Project 25373

Call-Off Title: **Knowledge Based Verification Questions for Gov.UK One Login & DWP**

Call-Off Contract Description: The Government Digital Service (GDS) is seeking to work with other government departments to strengthen the availability of different options / challenges they can present customers to enable them to pass online identity checks. GDS want to consume Knowledge Based Verification (KBV) questions from the DWP, and this opportunity will deliver on behalf of DWP into GOV.UK Login.

The Buyer: The Department for Work and Pensions

Buyer Address: Peel Park, Phase Two, Brunel Way, Blackpool FY4 5ES

The Supplier: Deloitte LLP

Supplier Address: 1 New Street Square, London, United Kingdom, EC4A 3HQ

Registration Number: OC303675

DUNS Number: 364807771

SID4GOV ID: N/A

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Applicable Framework Contract

This Order Form is for the provision of the Call-Off Deliverables and dated 19/05/23

It's issued under the Framework Contract with the reference number RM1043.8 for the provision of Digital Outcomes 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, Statement of Work 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

Lot 1 Digital Outcomes

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) RM1043.8
- 3 Framework Special Terms
- 4 The following Schedules in equal order of precedence:
 - Joint Schedules for RM1043.8
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 7 (Financial Difficulties)
 - Joint Schedule 10 (Rectification Plan)
 - Joint Schedule 11 (Processing Data) RM1043.8

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- Call-Off Schedules for RM1043.8
 - Call-Off Schedule 1 (Transparency Reports)
 - 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 Deliverables)
 - Call-Off Schedule 7 (Key Supplier Staff)
 - 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 14 (Service Levels and Balanced Scorecard)
 - Call-Off Schedule 18 (Background Checks)
 - Call-Off Schedule 20 (Call-Off Specification)
 - Call-Off Schedule 25 (Ethical Walls Agreement)
 - Call-Off Schedule 26 (Cyber Essentials Scheme)

5 CCS Core Terms (version 3.0.11)

6 Joint Schedule 5 (Corporate Social Responsibility) RM1043.8

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 by the 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:



RM1043.8_Core-Ter
ms-v0.odt

Special Term 1: Call-Off Special Term 1 – Framework Special Term 1 – Clause 10.1.2 (Contract Period) is amended as follows: “The Relevant Authority can extend the Contract for the Extension Period by giving the Supplier no less than 30 Days’ written notice before the contract expires.”

Special Term 2: Framework Special Term 2 – Clause 10.2.2 (Ending the Contract without a reason) is amended as follows: “Each Buyer has the right to terminate their Call-Off Contract, or any Statement of Work awarded under their Call-Off Contract, at any time without reason by giving the Supplier not less than 30 days’ written notice.”

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RM1043.8_Call-Off-
Schedule-4-Call-Off



RM1043.8_Call-Off-
Schedule-5-Pricing-I



RM1043.8_Call-Off-
Schedule-20-Call-Of

Call-Off Start Date: 22/05/2023

Call-Off Expiry Date: 21/11/2023

Call-Off Initial Period: Six Months

Call-Off Optional Extension Period: 3 Months

Minimum Notice Period for Extensions: 30 days

Call-Off Contract Value: £1,081,478.40 (Excluding VAT)

Call-Off Deliverables

Option B: See details in Call-Off Schedule 20 (Call-Off Specification)

Warranty Period

The Supplier shall provide digital and Software Deliverables with a minimum warranty of at least 90 days against all obvious defects, and in relation to the warranties detailed in Paragraphs 4 (licensed Software warranty) and 9.6.2 (Specially Written Software and New IPRs) of Call-Off Schedule 6 (IPRs and Additional Terms on Digital Deliverables). The warranty period shall commence from acceptance of the relevant Deliverable in accordance with the acceptance procedures specified in the relevant Statement of Work.

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 referred to in Framework Schedule 1 (Specification). The Buyer requires the Supplier to comply with the following additional Standards for this Call-Off Contract:

Cyber Essentials Scheme

The Buyer requires the Supplier, in accordance with Call-Off Schedule 26 (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 Core Terms as amended by the Framework Award Form Special Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is £1,081,478.40 Estimated Charges in the first 12 months of the Contract.

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Call-Off Charges

1 Fixed Price

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.

All changes to the Charges must use procedures that are equivalent to those in Paragraph 4 in Framework Schedule 3 (Framework Prices).

- The Charges will not be impacted by any change to the Framework Prices. The Charges can only be changed by agreement in writing between the Buyer and the Supplier because of: Specific Change in Law.

Reimbursable Expenses

See Expenses Policy in Annex 1 to Call-Off Schedule 5 (Pricing Details and Expenses Policy)



DWP Travel
Policy.pdf

Payment Method

The payment method for this Call-Off Contract is BACS transfer.

Buyer's Invoice Address

(REDACTED)

Buyer's Authorised Representative

(REDACTED)

Buyer's Environmental Policy

The Contracting Authority is committed to a 100% reduction of greenhouse gas emissions and requires the successful Supplier under this procurement to demonstrate an organisational commitment to the 'Net Zero' target. Further information can be found here:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1054373/Guidance-on-adopting-and-applying-PPN-06_21--Selection-Criteria-Jan22_1.pdf

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Buyer's Security Policy

Part A of Call-Off Schedule 9 (Security) will apply. The Buyer's Security Policy is set out in each Statement of Work and is provided in "Statement of Work 001" below.

Supplier's Authorised Representative

(REDACTED)

Supplier's Contract Manager

(REDACTED)

Progress Report Frequency

The Authority will require the supplier to provide a sprint report to ID&T Show and Tells on a biweekly basis.

In order to ensure knowledge transfer, the Authority will hold daily stand-up meetings at which the supplier team will be able to attend. These stand-ups will not be used for direction or control of work.

Progress Meeting Frequency

Monthly formal review meetings will be scheduled with the Authority and the Supplier's team. The purpose of this meeting is to discuss and evaluate operational challenges that will be conveyed to the ILT through the delivery manager.

Key Subcontractor(s)

Not applicable. Subcontractor engagement is not permitted by the Buyer.

Commercially Sensitive Information

Any information relating to: personal information (CV's, contact details etc.); pricing and details of Supplier's cost base; insurance arrangements; proprietary information; and/or approach and/or methodologies

Balanced Scorecard



KBV

RM1043.8_Call-Off-5

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Material KPIs

The following Material KPIs shall apply to this Call-Off Contract in accordance with Call-Off Schedule 14 (Service Levels and Balanced Scorecard):

No.	Key Performance Indicator Title	Definition	Frequency of Measurement
KPI 1	Delivery Reporting	Management Information Reports received within agreed reporting timescales and to acceptable quality and accuracy. Updates to be shared at the fortnightly Sprint Review Sessions.	Fortnightly
KPI 2	Number of SoWs completed to time	Achievement of delivery dates to time.	Monthly
KPI 3	Number of SoWs completed to agreed acceptance criteria / quality delivered	Acceptance criteria as set out in the SoW.	Monthly
KPI 4	Number of SoWs completed to within or less than agreed original estimate of cost.	Number of SoW's delivered within budget.	Monthly
KPI 5	Social Value: Health and Wellbeing. MAC 7.1 and 7.2	The Supplier will provide the Authority with a social impact report to update DWP on the impact of all SV initiatives.	Quarterly

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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.

For and on behalf of the Supplier:

Signature: (REDACTED)

Name: (REDACTED)

Role: (REDACTED)

Date: 19/05/23

For and on behalf of the Buyer:

Signature: (REDACTED)

Name: (REDACTED)

Role: (REDACTED)

Date: 19.05.2023

[Buyer guidance: execution by seal / deed where required by the Buyer]

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Appendix 1

The first Statement(s) of Works shall be inserted into this Appendix 1 as part of the executed Order Form. Thereafter, the Buyer and Supplier shall complete and execute Statement of Works (in the form of the template Statement of Work in Annex 1 to the template Order Form in Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)).

Each executed Statement of Work shall be inserted into this Appendix 1 in chronology.

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Annex 1 (Template Statement of Work)

1 Statement of Works (SOW) Details

Upon execution, this SOW forms part of the Call-Off Contract (below).

The Parties will execute a SOW for each set of Buyer Deliverables required. Any ad-hoc Deliverables requirements are to be treated as individual requirements in their own right and the Parties should execute a separate SOW in respect of each, or alternatively agree a Variation to an existing SOW.

All SOWs must fall within the Specification and provisions of the Call-Off Contract.

The details set out within this SOW apply only in relation to the Deliverables detailed herein and will not apply to any other SOWs executed or to be executed under this Call-Off Contract, unless otherwise agreed by the Parties in writing.

DWPKBV1 Statement of Work

1. STATEMENT OF WORK ('SoW') DETAILS	
Upon execution, this SoW forms part of the Call-Off Contract (reference below).	
The Parties will execute a SoW for each set of Buyer Deliverables required. Any ad-hoc Deliverables requirements are to be treated as individual requirements in their own right and the Parties should execute a separate SoW in respect of each, or alternatively agree a Variation to an existing SoW.	
All SoWs must fall within the Specification and provisions of the Call-Off Contract.	
The details set out within this SoW apply only in relation to the Deliverables detailed herein and will not apply to any other SoWs executed or to be executed under this Call-Off Contract, unless otherwise agreed by the Parties in writing.	
Date of SOW:	19 May 2023
SOW Title:	Knowledge Based Verification 1
SOW Reference:	1043.8/SOW no 1
Call-Off Contract Reference:	1043.8
Buyer:	Department for Works and Pensions
Supplier:	Deloitte LLP
SOW Start Date:	22 May 2023
SOW End Date:	16 June 2023
Duration of SOW:	4 weeks (19 working days accounting for bank holiday on 29 May)

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Key Personnel (Buyer)			
	Name	Role	Email Address
		SRO	
Key Personnel (Supplier)			
	Name	Role	Email Address
	(REDACTED)	(REDACTED)	(REDACTED)
	(REDACTED)	(REDACTED)	(REDACTED)
Subcontractors	N/A		

2. CALL-OFF CONTRACT SPECIFICATION - PROGRAMME CONTEXT

SOW Deliverables Background	Provision of programme delivery and support services for the Knowledge Based Verification Programme, including capability building services. The Services to be delivered under this Statement of Work are outlined below.
Delivery phase(s)	Alpha and Beta development.
Overview of Requirement	<p>Digital Identity Programme delivery support and capability building</p> <p>This SoW provides capabilities to support the Knowledge Based Verification programme in delivering KBV for DWP. It provides specialist skills to:</p> <ul style="list-style-type: none">• Support the programme and delivery management of KBV• Support the design, implementation, and operation of the KBV Service• Provide Level 2 service support.• Provide platform engineering leadership and capability across the programme.• Provide test engineering leadership and capability across the programme.• Work with DWP to design and execute on the DWP delivery of capability building and social value commitments.• Provide cross-functional delivery capacity to work on KBV priorities.
Accountability Models	<p>Please tick the Accountability Model(s) that shall be used under this Statement of Work:</p> <p>Sole Responsibility: (Deloitte team working on their own, without DWP Programme Leadership) <input type="checkbox"/></p> <p>Self-Directed Team: (Deloitte project team working as part of a wider programme alongside DWP teams; with DWP Leadership) <input checked="" type="checkbox"/></p> <p>Rainbow Team: (Deloitte working alongside DWP or other suppliers within the project team) <input type="checkbox"/></p>

3. BUYER REQUIREMENTS – SOW DELIVERABLES

3. BUYER REQUIREMENTS – SOW DELIVERABLES					
Outcome Description	Programme and Delivery Management Part 1: Knowledge Transfer and Planning. The delivery team will work with DWP to develop a KT plan; complete a review of all Discovery and Alpha material and develop a delivery plan. DWP will provide a milestone certificate once each milestone has been signed off and payment can then be invoiced.				
Milestone Ref	Milestone Description	Acceptance Criteria	Team profile	Price (excluding VAT)	Due date
MS-01	Discovery, Alpha Review and Knowledge Transfer (KT).	A PowerPoint presentation will be completed and delivered to the IDT ILT, where there will be an executive summary of progress, any key blockers, risk, issues, and a presentation around the KT Plan completion, and will include the following: Evidence that the Discovery and Alpha documentation has been reviewed and key outcomes have been played back to the Identity & Trust Leadership Team Demonstration that the required Knowledge Transfer has been identified and completed KT plan. Team has shared confidence score to proceed to the next phase. A milestone certificate will be provided at sign off and shared back to GDS/Deloitte/ Commercials and ILT.	(REDACTED)	(REDACTED)	02/06/2023
MS-02	Create and share a joint GDS and DWP plan and design.	A PowerPoint presentation will be completed and delivered to the IDT ILT, which will include: A high-level plan to deploy the KBV application to production. Including estimates for the various features or epics required to complete the work and RAID and governance steps captured. A high-level user research plan that evidences the service will be tested with a representative cohort of DWP customers (including vulnerable users; users with accessibility needs and low digital Literacy). A milestone certificate will be provided at sign off and shared back to GDS/Deloitte/ Commercials and ILT.	(REDACTED)	(REDACTED)	16/06/2023

(REDACTED)

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedule)

Dependencies	<table border="1"> <tr> <td>1</td><td>The buyer will make people and time available to support the supplier in delivering the services described in this SoW. Examples of this include, but are not limited to: timely review and sign-off of key documents/design documentation, timely prioritisation decisions around functionality and features, timely decisions on architectural proposals etc.</td></tr> <tr> <td>2</td><td>Timely access is provided to the supplier team to existing technical tooling within the DWP delivery teams (e.g. development, QA, configuration, project management tooling).</td></tr> <tr> <td>3</td><td>Timely access is provided to existing documentation and decisions including architecture, design, analytics, user research etc.</td></tr> <tr> <td>4</td><td>Where required and flagged with adequate notice, timely decisions are provided by appropriately empowered people in the Buyer team on, for example, scope/direction, technical architecture, implementation details etc.</td></tr> <tr> <td>5</td><td>Delivery across the cross-functional technical teams is reliant on key parties feeding in, reaching agreement and approving steps forward, including but not limited to the architecture, product, technical and security communities.</td></tr> </table>	1	The buyer will make people and time available to support the supplier in delivering the services described in this SoW. Examples of this include, but are not limited to: timely review and sign-off of key documents/design documentation, timely prioritisation decisions around functionality and features, timely decisions on architectural proposals etc.	2	Timely access is provided to the supplier team to existing technical tooling within the DWP delivery teams (e.g. development, QA, configuration, project management tooling).	3	Timely access is provided to existing documentation and decisions including architecture, design, analytics, user research etc.	4	Where required and flagged with adequate notice, timely decisions are provided by appropriately empowered people in the Buyer team on, for example, scope/direction, technical architecture, implementation details etc.	5	Delivery across the cross-functional technical teams is reliant on key parties feeding in, reaching agreement and approving steps forward, including but not limited to the architecture, product, technical and security communities.														
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Assumptions	<table border="1"> <tr> <td>1</td><td>It is assumed that the buyer will make necessary programme and third-party personnel available as required to support the supplier in delivering the outcomes described in this SoW. In the event of any issues the Supplier will escalate this according to normal escalation processes.</td></tr> <tr> <td>2</td><td>The buyer will be responsible for all reasonable procurement of non-standard software, hardware and licenses required to develop, test, and operate the Service as required and mutually agreed in advance with the Supplier. Tools used for collaboration and communication (including, but not limited to, JIRA, Confluence, Stash, Slack) will have at least 99% uptime availability between 09:00 and 17:00 from Monday to Friday, excluding Bank Holidays.</td></tr> <tr> <td>3</td><td>The Buyer will actively collaborate with the Supplier delivery team(s) to remove any impediments to progress that are within Buyer's control. Any impediments will be highlighted in a timely manner.</td></tr> <tr> <td>4</td><td>The Buyer will actively work with the Supplier delivery team(s) to clarify objectives and continuously prioritise the scope during this SoW, ensuring availability of empowered decisionmakers to collaborate and ensure timely decisions on scope and priorities.</td></tr> <tr> <td>5</td><td>The Buyer will provide as far as reasonably possible timely onboarding, access to existing systems, accounts and documentation as may be required for the purposes of delivery activity.</td></tr> <tr> <td>6</td><td>The Buyer is responsible for security testing and will organise for suitable penetration testing to be performed by a third party within reasonable timeframes</td></tr> <tr> <td>7</td><td>We assume the buyer takes responsibility for defining high-level technical architecture to inform the design of components to be built by the Supplier.</td></tr> <tr> <td>8</td><td>We assume that no personal data will reside on Deloitte controlled systems.</td></tr> <tr> <td>9</td><td>We assume hybrid ways of working will prevail for duration of this engagement.</td></tr> <tr> <td>10</td><td>We assume that, where necessary, the buyer will review and approve any deliverables in a timely manner, as well as provide necessary decisions.</td></tr> <tr> <td>11</td><td>The parties will put in place appropriate project management arrangements to govern these Services. Representatives from Supplier and the Buyer will conduct project review meetings at least once every fortnight.</td></tr> <tr> <td>12</td><td>This SoW only covers work across DWP KBV deliverables and not the wider DWP estate.</td></tr> </table>	1	It is assumed that the buyer will make necessary programme and third-party personnel available as required to support the supplier in delivering the outcomes described in this SoW. In the event of any issues the Supplier will escalate this according to normal escalation processes.	2	The buyer will be responsible for all reasonable procurement of non-standard software, hardware and licenses required to develop, test, and operate the Service as required and mutually agreed in advance with the Supplier. Tools used for collaboration and communication (including, but not limited to, JIRA, Confluence, Stash, Slack) will have at least 99% uptime availability between 09:00 and 17:00 from Monday to Friday, excluding Bank Holidays.	3	The Buyer will actively collaborate with the Supplier delivery team(s) to remove any impediments to progress that are within Buyer's control. Any impediments will be highlighted in a timely manner.	4	The Buyer will actively work with the Supplier delivery team(s) to clarify objectives and continuously prioritise the scope during this SoW, ensuring availability of empowered decisionmakers to collaborate and ensure timely decisions on scope and priorities.	5	The Buyer will provide as far as reasonably possible timely onboarding, access to existing systems, accounts and documentation as may be required for the purposes of delivery activity.	6	The Buyer is responsible for security testing and will organise for suitable penetration testing to be performed by a third party within reasonable timeframes	7	We assume the buyer takes responsibility for defining high-level technical architecture to inform the design of components to be built by the Supplier.	8	We assume that no personal data will reside on Deloitte controlled systems.	9	We assume hybrid ways of working will prevail for duration of this engagement.	10	We assume that, where necessary, the buyer will review and approve any deliverables in a timely manner, as well as provide necessary decisions.	11	The parties will put in place appropriate project management arrangements to govern these Services. Representatives from Supplier and the Buyer will conduct project review meetings at least once every fortnight.	12	This SoW only covers work across DWP KBV deliverables and not the wider DWP estate.
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Security Applicable to SOW:	<p>In consultation with the Commissioning team, we understand that each SOW will determine the security clearance required at the point of continuation. For this SOW, all roles require at least BPSS clearance</p>																								
Cyber Essentials Scheme	<p>The Buyer requires the Supplier to have and maintain a Cyber Essentials Plus Certificate for the work undertaken under this SOW, in accordance with Schedule 26 (Cyber Essentials Scheme).</p>																								
Performance Management	<p>Service Levels and/or KPIs – See Call-Off Schedule 14 (Service Levels and Balanced Scorecard).</p>																								

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Key Supplier Staff	(REDACTED)
SoW Reporting Requirements	See Call-Off Contract and Call-Off Schedule 15.

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4. CHARGES		
Call Off Contract Charges	<p>The applicable charging method(s) for this SOW is:</p> <ul style="list-style-type: none">Fixed Price <p>The estimated maximum value of this SOW (irrespective of the selected charging method) (REDACTED)</p> <p>The Charges detailed in the financial model shall be invoiced in accordance with the Call-Off Contract.</p>	
Reimbursable Expenses	<p>Expenses to Sheffield will not be claimed; other expenses to be discussed and agreed as applicable.</p>	
5. SIGNATURES AND APPROVALS		
Agreement of this SOW BY SIGNING this Statement of Work, the Parties agree that it shall be incorporated into Appendix 1 of the		
Order Form and incorporated into the Call-Off Contract and be legally binding on the Parties:		
For and on behalf of the Supplier	Name and title	(REDACTED)
	Date	
	Signature	
For and on behalf of the Buyer	Name and title	(REDACTED)
	Date	
	Signature	

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Signature:

Annex 2

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:

[Template Annex 1 of Joint Schedule 11 (Processing Data) Below]

Description	Details
Identity of Controller for each Category of Personal Data	<p>The Relevant Authority is Controller and the Supplier is Processor</p> <p>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:</p> <ul style="list-style-type: none">• [Insert the scope of Personal Data for which the purposes and means of the Processing by the Supplier is determined by the Relevant Authority] <p>The Supplier is Controller and the Relevant Authority is Processor</p> <p>The Parties acknowledge that for the purposes of the Data Protection Legislation, the Supplier is the Controller and the Relevant Authority is the Processor in accordance with paragraph 2 to paragraph 15 of the following Personal Data:</p> <ul style="list-style-type: none">• [Insert the scope of Personal Data which the purposes and means of the Processing by the Relevant Authority is determined by the Supplier] <p>The Parties are Joint Controllers</p> <p>The Parties acknowledge that they are Joint Controllers for the purposes of the Data Protection Legislation in respect of:</p> <ul style="list-style-type: none">• [Insert the scope of Personal Data which the purposes and means of the Processing is determined by the both Parties together] <p>The Parties are Independent Controllers of Personal Data</p> <p>The Parties acknowledge that they are Independent Controllers for the purposes of the Data Protection Legislation in respect of:</p> <ul style="list-style-type: none">• Business contact details of Supplier Personnel for which the Supplier is the Controller,• Business contact details of any directors, officers, employees, agents, consultants and contractors of Relevant Authority (excluding the Supplier Personnel) engaged in the performance of the Relevant Authority's duties under the Contract) for which the Relevant Authority is the Controller,• [Insert the scope of other Personal Data provided by one Party]

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	<p>who is Controller to the other Party who will separately determine the nature and purposes of its Processing the Personal Data on receipt 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 Relevant Authority 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 Relevant Authority]</p> <p>[Guidance where multiple relationships have been identified above, please address the below rows in the table for in respect of each relationship identified]</p>
Duration of the Processing	[Clearly set out the duration of the Processing including dates]
Nature and purposes of the Processing	<p>[Be as specific as possible, but make sure that you cover all intended purposes.</p> <p>The nature of the Processing means any operation such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction of data (whether or not by automated means) etc.</p> <p>The purpose might include: employment processing, statutory obligation, recruitment assessment etc.]</p>
Type of Personal Data	[Examples here include: name, address, date of birth, NI number, telephone number, pay, images, biometric data etc.]
Categories of Data Subject	[Examples include: Staff (including volunteers, agents, and temporary workers), customers/ clients, suppliers, patients, students / pupils, members of the public, users of a particular website etc.]
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	[Describe how long the data will be retained for, how it be returned or destroyed]

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Annex 2 – Deloitte’s Tender Response

Proposal Written Response

(REDACTED)

Proposal Pricing

(REDACTED)

Proposal Presentation Slides

(REDACTED)

Annex 3 - Assumptions

Assumptions

(REDACTED)

Annex 4- Additional Buyer’s Terms

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SCHEDULE 6 – Security Requirements Level 3 and 4 – MINIMUM SECURITY REQUIREMENTS

GENERAL

The Supplier shall and shall procure that any Sub-contractor (as applicable) shall, comply with the Authority's security requirements as set out in the Contract which include the requirements set out in this Schedule 6 Security Requirements Level 3 and 4 to the Contract (the **"Authority's Security Requirements"**). The Authority's Security Requirements include, but are not limited to, requirements regarding the confidentiality, integrity and availability of Authority Assets, the Authority's Systems Environment and the Contractor's Systems Environment.

Terms used in this Schedule 6 – Security Requirements Level 3 and 4, which are not defined below shall have the meanings given to them in clause A1 (Definitions and Interpretations) of the Contract.

1. DEFINITIONS

1.1 In this Schedule 6 – Security Requirements Level 3 and 4, the following definitions shall apply:

"Authority Personnel" shall mean all persons employed by the Authority, including directors, officers, employees, consultants, contractors and suppliers but excluding the Supplier and any Sub-contractor (as defined in the Contract).

"Availability Test" shall mean the activities performed by the Supplier to confirm the availability of the components of any relevant ICT system specified by the Authority.

"CHECK" shall mean the scheme for authorised tests which scheme is managed by the Authority.

"Cloud" shall mean an off-premise network of servers on the Internet to store, process and transmit data.

"Cyber Essentials" shall mean the Government-backed, industry supported scheme managed by the NCSC, which encourages organisations to protect themselves against cyber threats or the relevant successor or equivalent scheme which is published and/or recommended by the NCSC.

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