



National Highways Company Limited

Scope

Reference Documents

Annex 02

Ref.	Document Name	Published by / Available from
1	2012/27/EU Directive of the European Parliament and of the Council	http://www.legislation.gov.uk/eudr/2012/27/article/6
2	Anti-slavery (Human Trafficking) Policy	See folder in E-TENDERING SYSTEM
3	Apprenticeship data collection form	See folder in E-TENDERING SYSTEM
4	Bribery Act 2010	https://www.legislation.gov.uk/ukpga/1998/23/contents
5	BS 7858 Screening of individuals working in a secure environment	https://www.bsigroup.com/en-GB/
6	Business Information Gateway (previously the Gateway)	(This is an interface which is only provided to the <i>Contractor</i> once the contract has been awarded the contract.)
7	Business and Technology Education Council (BTEC) Level 3 Security Management Certificate	https://qualifications.pearson.com/en/home.html
8	Cabinet Office Freedom of Information Code of Practice	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/744071/CoP_FOI_Code_of_Practice_-_Minor_Amendments_20180926_.pdf
9	Category Purchase Agreements	See E-TENDERING portal
10	Civil Aviation Authority	https://www.caa.co.uk/consumers/remotely-piloted-aircraft/register-to-fly-a-drone-or-model-aircraft/
11	CLOCS	https://www.clocs.org.uk/page/clocs-standard

12	Collaborative Performance Framework (CPF)	See E-TENDERING portal for example of current CPF template. CPF is updated regularly.
13	Communication Strategy	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/490543/S150617_Communications_Strategy.pdf
14	Companies Act 2006	https://www.legislation.gov.uk/ukpga/2006/46/contents
15	Consumer Price Index (The latest information can be found on the Office for National Statistics website.)	https://www.ons.gov.uk/
16	Contracts (Rights of Third Parties) Act 1999	https://www.legislation.gov.uk/ukpga/1999/31/contents
17	Corporate Manslaughter and Corporate Homicide Act 2007	https://www.legislation.gov.uk/ukpga/2007/19/contents
18	Courts Act 2003	https://www.legislation.gov.uk/ukpga/2003/39/contents
19	Crown Commercial Services Guidance Note Publication of Central Government Tenders and Contracts November 2017 or later revision or replacement	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/666728/Guidance_Publication_of_New_Central_Government_Tender_documents_and_Contracts_2017_1_1_.pdf
20	Customer Service Strategy	See folder in E-TENDERING SYSTEM
21	Data Protection Act 2018	https://www.legislation.gov.uk/ukpga/2018/12/contents/enacted
22	Declaration of Interest Form (Conflict of Interest)	See E-TENDERING portal
23	Delivery Plan	https://www.gov.uk/government/publications/highways-england-delivery-plan-2020-2025

24	Disclosure and Barring Service	https://www.gov.uk/government/organisations/disclosure-and-barring-service/about
25	Driving for Better Business	https://www.drivingforbetterbusiness.com/
26	DVSA Earned Recognition	https://www.gov.uk/government/collections/dvsa-earned-recognition-guidance-and-forms
27	Employer Guide to Apprenticeships	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/800059/Employer_guide_to_apprenticeships.pdf
28	English Heritage Trust	https://www.legislation.gov.uk/ukpga/1999/31/contents
29	Environmental Information Regulations 2004	https://www.legislation.gov.uk/uksi/2004/3391/contents/made
30	Environmental Strategy	https://www.gov.uk/government/publications/highways-england-environment-strategy
31	Equality Act 2010	http://www.legislation.gov.uk/ukpga/2010/15/contents
32	Essentials of Managing Construction Health Risks	https://www.hse.gov.uk/construction/healthrisks/managing-essentials/essentials.pdf
33	EU Settlement Scheme	https://www.gov.uk/settled-status-eu-citizens-families
34	Fair Payment Charter	See folder in E-TENDERING SYSTEM
35	Fleet Operator Recognition Scheme (FORS)	https://www.fors-online.org.uk/cms/
36	Freedom of Information Act 2000 or later revision or replacement	http://www.legislation.gov.uk/ukpga/2000/36/contents
37	General Data Protection Regulation (EU2016/679)	https://www.legislation.gov.uk/eur/2016/679/contents

38	GG102 - Quality management systems for highway works	https://www.standardsforhighways.co.uk/dmrh/search/745cf41e-48c1-4096-972a-5a65cc48981c
39	GG128 - Requirements for reporting incidents, events and undesirable circumstances: health, safety, wellbeing, structural and environmental	http://www.standardsforhighways.co.uk/ha/standards/dmrh/vol0/section2/GG%20128%20Requirements%20for%20reporting%20incidents%20events%20and%20undesirable%20circumstances%20-web.pdf
40	Government Buying Standards Transport 2017	https://www.gov.uk/government/collections/sustainable-procurement-the-government-buying-standards-gbs
41	Health and Care Professions Council	https://www.hcpc-uk.org/
42	Health and Safety at Work Act 1974 and its amendments	https://www.legislation.gov.uk/ukpga/1974/37/contents
43	Health and Safety Executive	https://www.hse.gov.uk/
44	High Court Enforcement Officer Regulations 2004	https://www.legislation.gov.uk/uksi/2004/400/contents/made
45	High Court Enforcement Officers Association	https://www.hceoa.org.uk/
46	High Court of Justice	https://www.judiciary.uk/courts-and-tribunals/high-court/
47	Highways Act 1980	https://www.legislation.gov.uk/ukpga/1980/66
48	Highways England: Licence April 2015	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/431389/strategic-highways-licence.pdf
49	Highways Passport Scheme	https://www.highwaysafetyhub.com/passport-scheme.html
50	His Majesty's Passport Office guidance	https://www.gov.uk/government/publications/basic-passport-checks

51	HMG Baseline Personnel Security Standard v6.0 - May 2018	https://www.gov.uk/government/publications/government-baseline-personnel-security-standard
52	HMG Government Security Classifications May 2018 or any later revision or replacement	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/715778/May-2018_Government-Security-Classifications-2.pdf
53	HMG Security Policy Framework version 1.1 – May 2018	https://www.gov.uk/government/publications/security-policy-framework
54	Home Safe and Well approach	https://assets.highwaysengland.co.uk/about-us/Home+Safe+and+Well+Strategy+2019.pdf
55	Housing Grants, Construction and Regeneration Act 1996	https://www.legislation.gov.uk/ukpga/1996/53/contents
56	HSG65 - Managing for Health and Safety	https://www.hse.gov.uk/pubns/books/hsg65.htm
57	Information Management System (IMS)	https://nationalhighways.co.uk/our-work/digital-data-and-technology/information-management-system/
58	Information Security Data Handling Requirements (Policy)	See E-TENDERING portal
59	Insolvency Act 1986	https://www.legislation.gov.uk/ukpga/1986/45/contents
60	Institution of Occupational Safety and Health (IOSH)	https://www.iosh.com/
61	Insurance Act 2015	https://www.legislation.gov.uk/ukpga/2015/4/contents/enacted
62	Invoicing and taking payment from customers guide	https://www.gov.uk/invoicing-and-taking-payment-from-customers/invoices-what-they-must-include
63	ISO 10005 - Guidelines for Quality Plans	https://www.iso.org/standard/70398.html

64	ISO 14001 – Environmental Management Systems	https://www.iso.org/standard/60857.html
65	ISO/IEC 27001 – Information security management	https://www.iso.org/isoiec-27001-information-security.html
66	ISO/IEC 27002 – Information security, cybersecurity and privacy protection – Information security controls	https://www.iso.org/standard/75652.html
67	ISO 31000 - Risk Management	https://www.iso.org/iso-31000-risk-management.html
68	ISO 39001 – Road Traffic Safety Management	https://www.bsigroup.com/en-GB/iso-39001-road-traffic-safety/
69	ISO 45001 – Occupational Health and Safety	https://www.iso.org/iso-45001-occupational-health-and-safety.html
70	ISO 9001 - Quality Management	https://www.iso.org/standard/62085.html
71	ISO 9004 - Quality Management	https://www.iso.org/standard/41014.html
72	ISO22301:2019	https://www.iso.org/standard/75106.html
73	IT Security Advice Team	ITSecurityAdvice@nationalhighways.co.uk
74	Law Enforcement Directive (LED) (Directive (EU) 2016/680)	https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32016L0680
75	List of risks	See E-TENDERING portal
76	List X	https://www.gov.uk/government/publications/security-requirements-for-list-x-contractors
77	Major Projects Risk and issue management principles	http://share/sharedav/nodes/68118163/Risk%20Management%20Principles%20Document.docx.pdf

78	Major Projects Risk and issue Management Manual	http://share/share/llisapi.dll?func=ll&objaction=overview&objid=74816506
79	Major Projects Risk Management User Guide	https://share.highwaysengland.co.uk/share/llisapi.dll?func=ll&objaction=overview&objid=68181853
80	Modern Slavery Act 2015	http://www.legislation.gov.uk/ukpga/2015/30/contents/enacted
81	National Association of Security Dog Users	https://www.nasdu.co.uk/
82	National Audit Act 1983	https://www.legislation.gov.uk/ukpga/1983/44/contents
83	National Cyber Security Centre (NCSC) - “End User Devices Platform Security Guidance”	https://www.ncsc.gov.uk/guidance/end-user-device-security
84	National Examination Board in Occupational Safety and Health (NEBOSH) Construction Certificate	https://www.nebosh.org.uk/home/
85	National Highways BPSS Privacy Notice	http://share/Share/llisapi.dll?func=ll&objaction=overview&objid=65826205 http://
86	National Highways’ Public Sector Equality Duty	https://nationalhighways.co.uk/about-us/equality-diversity-and-inclusion/
87	National Trust	https://www.nationaltrust.org.uk/
88	Net Zero Highways: Our 2030/ 2040/ 2050 Plan	https://nationalhighways.co.uk/netzerohighways/#plan
89	Normal not formal – a guide to our corporate narrative, tone of voice and writing style	See folder in E-TENDERING SYSTEM
90	Occupational descriptors	See folder in E-TENDERING SYSTEM
91	Office for National Statistics	https://www.ons.gov.uk/

92	Official Secrets Acts 1911 to 1989	<p>1911: https://www.legislation.gov.uk/ukpga/Geo5/1-2/28/contents</p> <p>1920: https://www.legislation.gov.uk/ukpga/Geo5/10-11/75/contents</p> <p>1939: https://www.legislation.gov.uk/ukpga/Geo6/2-3/121/contents</p> <p>1989: https://www.legislation.gov.uk/ukpga/1989/6/contents</p>
93	Operational Metrics Manual	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/775149/Operational_Metrics_Manual.pdf
94	Our visual identity	See folder in E-TENDERING SYSTEM
95	Part II – The Verification Process of the HMG Baseline Personnel Security Standard (BPSS)	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/714002/HMG_Baseline_Personnel_Security_Standard_-_May_2018.pdf
96	Part IV – Post Verification Process of the HMG BPSS	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/714002/HMG_Baseline_Personnel_Security_Standard_-_May_2018.pdf
97	PBA Web Portal	For registration and guidance contact CommercialCostIntelligenceInbox@nationalhighways.co.uk
98	Privacy and Electronic Communications (EC Directive) Regulations 2003	http://www.legislation.gov.uk/uksi/2003/2426/contents/made
99	Procurement Policy Note 01/17 (PPN 01/17) - Update to the Transparency Principles 16 February 2017 or later revision or replacement	https://www.gov.uk/government/publications/procurement-policy-note-0117-update-to-transparency-principles

100	Procurement Policy Note 01/18 (PPN 01/18) - Supply Chain Visibility	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/698482/PPN_0118_Contract_Condition_for_Subcontracting_Supply_chain_spend_on_CF_final_.docx.pdf
101	Procurement Policy Note 07/14 (PPN 07/14) - Implementing Article 6 of the Energy Efficiency Directive	https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/316683/PPN_07-14_implementing_article_6_of_the_energy_efficiency_directive.pdf
102	Public Contracts Regulations 2015	https://www.legislation.gov.uk/uksi/2015/102/contents/made
103	Public Interest Disclosure Act 1998	http://www.legislation.gov.uk/ukpga/1998/23/contents
104	Recruiting for Success	See folder in E-TENDERING SYSTEM
105	Rehabilitation of Offender Act 1974	http://www.legislation.gov.uk/ukpga/1974/53
106	Respect at Work Policy	See folder in E-TENDERING SYSTEM
107	Risk Management Policy and Strategy	See folder in E-TENDERING SYSTEM
108	Security Industry Authority	https://www.gov.uk/government/organisations/security-industry-authority
109	Security Policy 3: Personnel Security	https://webarchive.nationalarchives.gov.uk/http://www.cabinetoffice.gov.uk/spf/sp3_ps.aspx
110	Security Team email	securityteam@nationalhighways.co.uk
111	Social Media Policy	https://www.gov.uk/government/organisations/highways-england/about/social-media-use

112	Standard Occupational Classification (SOC) 2020 codes	https://www.ons.gov.uk/methodology/classificationsandstandards/standardoccupationalclassification/soc
113	Strategic Business Plan 2020-2025	https://nationalhighways.co.uk/strategic-business-plan/
114	Supplier Counter Fraud, Bribery and Corruption Code of Conduct	See folder in E-TENDERING SYSTEM
115	Supply Chain Portal	Supply Chain Portal https://highways.sharepoint.com/sites/SupplyChainPortal/SitePages/Home.aspx To request an account, contact: Digital.Communications@nationalhighways.co.uk
116	Sustainable Development Strategy	https://nationalhighways.co.uk/our-work/environment/sustainable-development-and-design/
117	Transport Infrastructure Efficiency Strategy	https://www.gov.uk/government/publications/transport-infrastructure-efficiency-strategy
118	Transport Infrastructure Skills Strategy	https://www.gov.uk/government/publications/transport-infrastructure-skills-strategy-building-sustainable-skills
119	UK Visas and Immigration guidance on right to work and record retention	https://www.gov.uk/government/collections/employers-illegal-working-penalties
120	UK Visas and Immigration's "Right to Work" acceptable documents and guidance	Acceptable documents: https://www.gov.uk/government/organisations/disclosure-and-barring-service/about https://www.gov.uk/government/publications/right-to-work-checklist Guidance: https://www.gov.uk/government/organisations/disclosure-and-barring-service/about https://www.gov.uk/government/publications/right-to-work-checklist

		vernment/publications/right-to-work-checks-employers-guide
121	Van Excellence	http://www.vanexcellence.co.uk/about/what-is-van-excellence.html
122	World Heritage Site (Stonehenge)	https://whc.unesco.org/en/list/373
123	Work Breakdown Structure	See folder in E-TENDERING SYSTEM
124	Work Related Road Risk	https://www.hse.gov.uk/roadsafety/employer/index.htm
125	Writs of Possession	https://www.hceo.org.uk/instruct-a-hceo/faqs-creditors/evicting-someone-with-a-writ-of-possession