## **Great British Nuclear Procurement for Owner’s Engineer Interim Statement of Requirements**

## **Introduction**

## **Context**

Great British Nuclear (GBN) intends to contract an Owner’s Engineer (OE) as part of GBN’s Small Modular Reactor (SMR) programme. The OE will provide essential independent assurance to GBN’s Intelligent Customer and Intelligent Client capability, supporting the deployment of first-of-a-kind (FOAK) nuclear technology in the UK and facilitating GBN’s goal to reach a Final Investment Decision (FID) for up to two SMR projects.

GBN is intending to establish an independent project development company (the ‘DevCo’) to be solely responsible for the successful delivery of an SMR Project (and hold all necessary licences and consents to do so). DevCo (hereafter referred to as the “Client”) will work alongside a contracted Delivery Partner (DP) for delivery support, procurement, integration, and delivery assurance, and an Owner’s Engineer organisation (hereafter referred to as the “Consultant”). The OE will provide subject matter expertise in technical and programmatic assurance within the Client’s Lines of assurance model at level 2 and specification, oversight, audit, review and advice of specific task deliverables.

Prior to the Client being established the SMR Project and associated site activities will be managed by a GBN client team, established within GBN, supported by the supply chain as necessary. The combination of GBN client capability and supply chain support will form an Integrated Project Team (IPT).

To maintain pace with the target of achieving up to two FIDs, it is necessary to develop this initial foundation capability within GBN ahead of the Client; this capability is designed to enable the SMR project(s) to mobilise and successfully deliver the activities required to progress the SMR project(s) to concept design.

A Client/Consultant Owners Engineer framework seeks to enable the Client’s ability to access expert supply chain resources as well as allowing increased flexibility and efficiency in accessing the full range of technical services the supply chain has to offer; the role of the Consultant OE within the Client is specified in the Target Operating Model (TOM).

The following specification of requirements identifies the role & responsibilities of the Consultant function, and the required capabilities and delivery approach.

This GBN OE interim Statement of Requirements (SoR) has been produced to support the Procurement Specific Questionnaire (PSQ) stage such that potential bidders can understand whether they would wish to participate. Further definition of GBN’s OE expectations will be provided in the final Statement of Requirements, which will form part of the subsequent GBN OE final Invitation To Tender (ITT).

## **Project Delivery**

A TOM has been established to support SMR Project delivery within GBN (Figure 1), which GBN will confirm in the Final Statement of Requirements. This near-term delivery model consists of an IPT providing Intelligent Customer/Intelligent Client, Assurance, Delivery Management and Integration functions, with project delivery activities carried out by the SMR Technology Partner (TP) and a range of other delivery suppliers. Additional governance and assurance are provided by the wider GBN organisation (external to the SMR IPT).

It is anticipated that the Consultant contract would be awarded prior to the award of the TP contract, to allow for a period for integration and development of ways of working. This means that the ‘Consultant’ awarded the Consultant contract would be part of a newly established IPT.

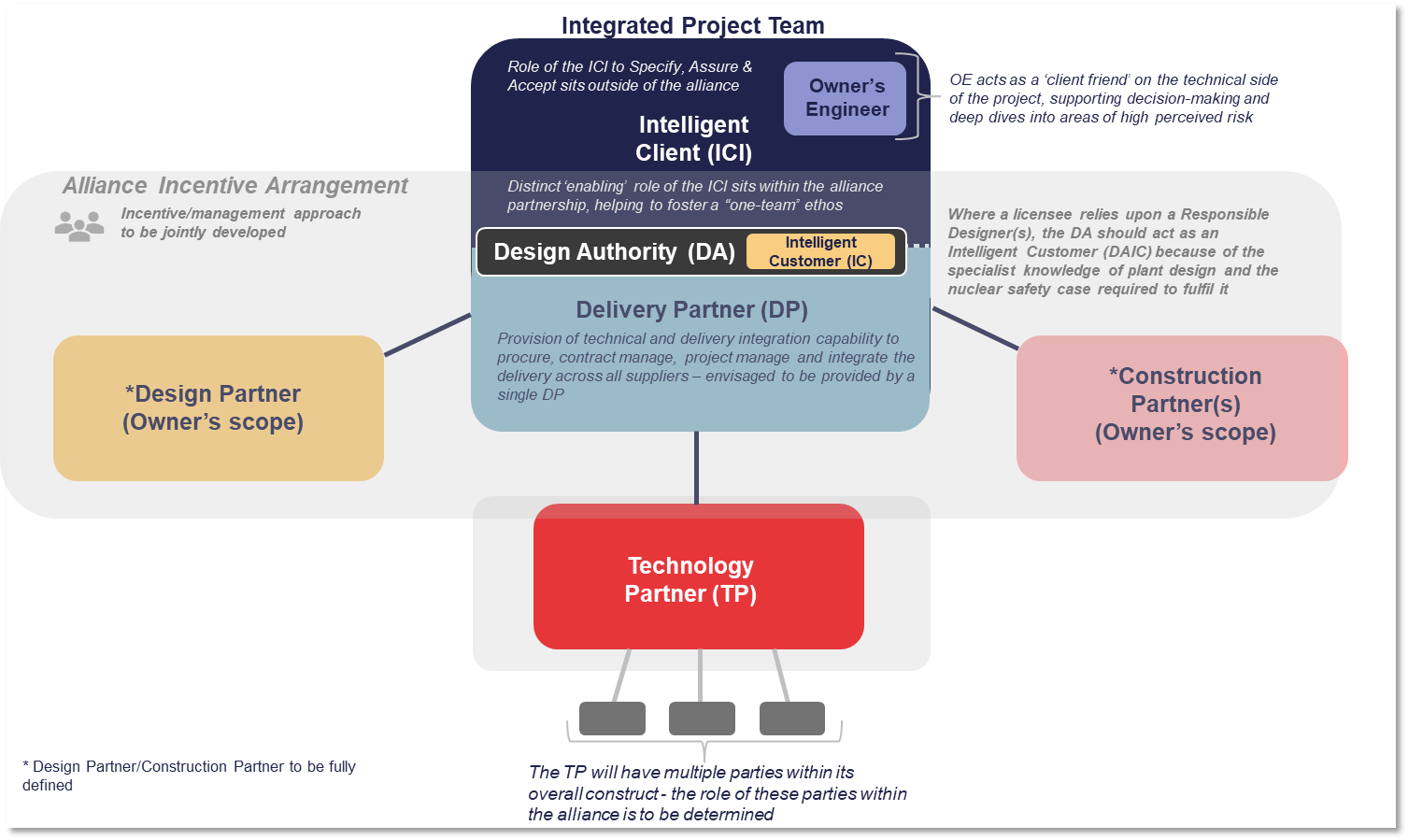


Figure 1: SMR Project Target Operating Model

## **Client Strategic Consultant requirements**

The Consultants key specification, oversight, audit, review and advice role is to support the Client whilst ensuring that:

1. The Consultant will not make or approve any alterations to or omissions from the approved design or specification of any work, materials and/or goods, or the quality or quantity thereof, comprised in the Project without first obtaining the Client's prior written approval.
2. The Clients Responsible Designers [e.g. SMR Technology Partner] and other contractor deliverables are robust through effective technical review, project management, commercial support, review, representing the Client, where delegated, and deemed appropriate by the Client, supporting negotiations, audit, procurement activities and independent evaluation.
3. The Client has established a Design Authority (DA) strategy that will delegate DA roles and responsibilities to competent organisations through a design delegation system. This will ensure that Design Intent is maintained through a ‘Manage the Design Lifecycle’ process; it is anticipated that the Owner's Engineer will embed with the Client and hold a number of delegated DA roles throughout the design and construction phases of the project.

To underpin this role, the Client requires a Consultant who is committed and aligned to not only the success of the delivery phase of the programme, but to the long term safe, secure and reliable SMR Nuclear Power Plant operations at the Clients chosen site(s).

Example elements could include:

1. As the Intelligent Customer and Intelligent Client for the SMR design, The Client, will need to develop and maintain the capability to assess and accept the SMR design using assessment criteria produced in line with UK regulatory expectations and relevant codes and standards.  It is anticipated that this formal approval of the design reference will be performed with the Consultant providing specification, oversight, audit, review and advice as appropriate to the Client.
2. Initial Production of the functional specification and responsibility for setting the associated project master schedule demand requirements providing the Consultant with a clear basis for assessment and on-going maturity.
3. Development/appointment of a Principal Designer and Principal Consultant under Construction, Design and Management (CDM) regulations with the Consultant assisting with competency assessment and supporting other Client duties such as preparing the Client Brief, reviewing the Principal Designer’s Health and Safety Plan and the Principal Consultant’s Construction Phase Plan.
4. Formal Approval of Consultants terms of engagement and scope to be developed in a collaborative manner with the Consultant, whilst The Client retains the organisational Controlling Mind.
5. Management of regulatory interfaces and interaction with extended ‘technical support contractor’ input from the Consultant.
6. Internal Stakeholder management to facilitate smooth delivery of the Consultant capability.

## **Client to Consultant Integrated Governance and Alignment of Goals**

The Client and Consultant will consider the following:

1. Alignment between the Client/Consultants vision, focus areas and respective organisations.
2. How executive oversight, governance and sponsorship of the relationship will be considered and managed.
3. How the overall health of the Project quality, programme or efficiency of the service and/or the Project will be reviewed and could be improved.
4. How management overview and direction for the development of the relationship will be performed, focussing on optimising outcomes and driving value, security of skills and efficiency of delivery.
5. How delivery risks, for the work set out in the service plan/task specifications, are identified, controlled and mitigated.
6. How the impact/interface with wider Client and Consultant strategic arrangements and business goals (risks and opportunities) will be reviewed and managed.
7. How strategic and management information, operational performance data and governance issues plus any relevant themes, will be utilised.
8. Review and agree the Service Plan (including review of the extant incentive proposals and outcomes).

GBN is developing a Project Delivery Plan (PDP) to briefly describe / signpost to material which covers how the Client intends to deliver the SMR Project(s). The flow down (or cascade) of these PDP requirements between the Client and Consultant, including the associated communication between parties required to understand these requirements, will be captured in an OE project execution document. This document will be authored by the Consultant for Client review, comment and approval. This document will be produced to a format and content agreed with the Client, recording the organisational objectives, whilst clearly articulating the control of interfaces between all parties. These include but are not limited to:

1. Collaboration – a long-term enduring partnership with client and supply chain delivered through relevant good practice, e.g. ISO44001 processes to be considered.
2. Joint management, with clarity of Roles, Responsibilities, Authorities, and Accountabilities (R2A2), to ensure well governed delivery from the Consultant to the Client IPT and incentivised through the right Key Performance Indicators (KPI).
3. Robust and efficient mobilisation of a team of experienced cross-discipline managers and delivery leads focused on reducing the risks for IPT start-up activities deployed from the Consultant.
4. Joint organisation planning: the Client and the Consultant will review monthly (skills, numbers and organisation design) to update forecasts.
5. Provision of suitably qualified and competent Consultant professionals to meet project requirements (e.g. schedule) with potential access to flexible Consultant resources through an extended supply chain to meet the challenges of scarce skills ready to receive the potentially significant volume of technical deliverables.
6. Ensuring the Consultant drives their support in recognition of a clear Delegation of Responsibility by the Client Controlling Mind.
7. Ensuring the Client Intelligent Customer and Intelligent Client have the ability to seek Consultant support through a graded approach technically delivered through a blended competence approach to drive increased delivery value.
8. The Consultant will provide support to the delivery of Client scope, representing the Client, where delegated, and deemed appropriate by the Client.
9. Interfaces and Relationships will be formalised through a project execution document to ensure that the correct lines of communication and touch points are known and utilised.
10. The Consultant will assign a core team (including a primary single point of contact) who will be accountable for performance, and a further resource to support programming and project controls, along with other key function leads as required as strategic relationship partners to offload challenging problems.
11. Delivery of cross project co-ordinated support on key UK Context challenge areas such as Equipment Qualification and Construction Design Management (CDM) 2015 delivery.
12. The Consultant will work within robust management processes, as reviewed and agreed with the Client, to undertake document review and approval and ensure UK regulatory confidence in the Client/Consultant delivery model.

The Consultant and its supply chain will assess the feasibility of providing a balance of co-location with The Client, TP, other Responsible Designers, DP and any other key suppliers with reach back to extended resource base, including extended light water reactor systems engineering, whilst ensuring conflicts of interest are managed.

## **Scope of Requirements**

The Consultant acts as a ‘client friend’ to the Client Intelligent Customer and Intelligent Client, providing specification, oversight, audit, review and advice supporting for decisions relating to design, scope, budget, risk, delivery, and contract compliance.  It also plays the role of subject matter experts to deliver independent technical and delivery lines of assurance on major design and build contracts.

This Statement of Requirements identifies the Clients requirements and objectives, which may be modified, updated or replaced from time to time by the Client. The SoR is for the provision of a fully Independent Owners Engineering agreement to provide suitably qualified and competent capability and capacity across a broad range of nuclear and non-nuclear technical and programme areas providing specification, oversight, audit, review and advice, including:​

1. Support with independent assurance for project deliverables, e.g. reports, in-person attendance at key reviews/workshops, and assurance of supply chain processes/ delivery, etc.
2. Support with assurance of change controls, from a technical feasibility perspective and the associated schedule and cost impact of the proposed technical change.
3. Support with assuring information it is providing to be used in delivery of the project, and
4. Support with specification, oversight, audit, review and advisory capability to support the Client with delivering the project – e.g. support to the Client with deliverables. This may include provision of resource to augment the Clients team and delivery of technical tasks by having access to industry suitably qualified and competent professionals, including light water reactor technology subject matter expertise.
5. During the Concept Design phase of the project, ahead of the appointment of a Delivery Partner, the Client will hold responsibility for Technical Integration of the design (both Technology Partner (TP) and Foundation Engineering (FEng) design work). The Consultant will support the Client in discharging this responsibility by advising on the exchange of required design data, inputs and outputs between TP and FEng scope. This support will be provided either as embedded personnel or on a tasking basis.

The Consultant will support decision making relating to scope, budget, risk, delivery and contract compliance, whilst providing subject matter expertise to provide independent specification, oversight, audit, review and advice. The Consultants role includes, but is not limited to the following:

1. Providing assurance and support (e.g. specification, oversight, audit, review and advice) for the SMR regulatory assessment, legal, licensing, permitting and planning/consenting, project delivery requirements
2. Being the Clients Intelligent Customer/Intelligent Client’s independent expertise provider, jointly with the Consultant, developed in a collaborative manner whilst the Client retains the Controlling Mind
3. Support requirements elicitation, specification, acceptance and Verification & Validation (V&V)
4. Develop training programmes for Client and Consultant personnel. Learning from Experience: inputting relevant good practice know-how, data, and technology from this and other relevant high hazard projects. Jointly developing a “living repository” that will be maintained in order to support future GBN activities.

## **Example Outline Scope of Owner’s Engineer Tasks**

1. ***Design Assurance:***

* Review of the Clients Task Information Delivery Plan (TIDP) and Master Information Delivery Plan (MIDP) and identification of deliverables to be submitted for review / assurance on behalf of the Intelligent Customer/Intelligent Client.
* Review of project deliverables on behalf of the Intelligent Customer/Intelligent Client, including but not limited to:
* Assurance of changes/deviations to design submissions and audit reports.
* Assurance of compliance with the Client’s Requirements and Consultant’s Proposal.
* Assurance of compliance with planning/consenting conditions.
* Assurance of compliance with additional requirements, as applicable.
* Attendance at key design and safety reviews / milestones, including:
* Royal Institute of British Architects adapted Life Cycle Management (LCM) approach, including Project gated reviews
* Constructability reviews
* Licensee hold point reviews
* Hazard and Operability (HAZOP) reviews
* Control of Major Accident Hazards (COMAH) reviews
* Construction Design and Management (CDM 2015) reviews.
* Support to the management of Project requirements, including technical advice on any changes to these requirements throughout delivery.
* Review and technical support to the production of contracts / technical specifications / performance requirements for Owner’s Scope work packages.

1. ***Construction and Commissioning Assurance***

* Assurance on construction and commissioning activities to ensure compliance with all relevant requirements.
* Review of Inspection and Test Plans (ITPs) (or equivalent) covering manufacturing, assembly, construction activities and identification of key witness and hold points.
* Attendance at manufacturing and assembly witness and hold points, e.g. Factory Inspection Testing/Factory Acceptance Testing.
* Attendance at site to monitor and review construction and commissioning progress, including attendance at key activities and milestones during construction and commissioning (including work package handovers).
* Review of key construction and commissioning documentation (records, certificates, quality assurance documentation etc.).
* Review of relevant takeover documentation and assurance that this documentation meets all client, end user, and external stakeholder requirements.

1. ***Delivery Assurance***

* Assurance of delivery compliance with Project requirements, including schedule, quality arrangements, regulatory expectations, etc.
* Review and support to the production of contracts / specifications / performance requirements for Owner’s Scope packages.
* Review of weekly/monthly progress reporting from the Clients contract partners.
* Assurance of integrated project estimates of time, cost, and risk.
* Review and support with the Intelligent Customer/Intelligent Client’s strategic risk identification and mitigation planning.

1. ***Additional Resource Support***

* Provision of ad-hoc technical and delivery support resources for unplanned emergent work as needed by the Client to support / supplement the programme delivery teams at various times during the delivery of the project. This may include:
* Client’s HSSEQ representatives.
* Provision of specialist technical expertise to supplement the Intelligent Customer/Intelligent Client’s own internal engineering teams, as necessary.
* Support to permitting and consenting applications (including grid connection application) and assisting (if required) with public consultations and attending meetings / town halls on behalf of GBN.
* Assist (if required) with the facilitation and moderation of discussions with the public and third parties aimed at resolving issues of a technical nature.
* Stakeholder engagement support, including but not limited to review and assurance of presentation material or supporting information.
* Review and assure any Consultant proposals on behalf of the Intelligent Customer/Intelligent Client, including any suggestions for improvements to technical requirements to help GBN assess whether they should be integrated or not.
* Cost and time estimation support.
* Assistance in the preparation of any technical documentation required for the Intelligent Customer/Intelligent Client to demonstrate their position if requested by external stakeholders.

## **Consultant OE Capability Requirements**

## **Consultant Organisational Capability**

The IPT organisation is still developing, but the Client, in conjunction with the Consultant and other contract partners is expected to establish a sound organisational capability. This requires the following Consultant capability in support of the Client, including but not limited to:

1. Previous experience and current nuclear industry new build knowledge or equivalent high hazard industry experience.
2. Experience working within the UK nuclear regulatory framework.
3. Expertise in provision of technical assurance advice, along with specification, oversight, audit and review for nuclear and/or major infrastructure programmes.
4. Previous experience in conducting lines of assurance level 2 activities embedded within a client organisation will be advantageous.

## **Consultant Personnel Capability**

1. The Consultants personnel will require the capabilities outlined in **Annex A.**
2. The Consultant must be able to implement both a dedicated Consultant function to provide consistent interpretation and approach to assurance activities, whilst also demonstrating sufficient flexible reach-back that will add expertise in a wide range of areas as required.
3. The Consultant should identify how they will provide a dedicated Consultant function to the project (i.e. an embedded Core Team) that is able to:
   * 1. Manage the service plan of Consultant activities (including collaboration with the Intelligent Customer/Intelligent Client on identification of ‘drumbeat’ activities and response to short notice and unplanned emergent activities).
     2. In collaboration with the Client, estimate the scope for task sheets required to conduct Consultant activities.
     3. Maintain the Consultant capability/resource database, including personnel training/experience/competence and managing conflicts of interest.
     4. Provide ad-hoc technical and delivery support resources for unplanned emergent work as needed by the Client.

The Consultant should identify the size of this Core Team and propose named individuals for these roles.  These individuals should be experienced in providing specification, oversight, audit, review and advice for major infrastructure project delivery with excellent leadership skills and are confident working across multiple disciplines, including engagement with legal, finance and commercial workstreams.

The Consultants Core Team will co-ordinate and oversee requirements for tasks and Subject Matter Experts (SMEs) from within the Consultant’s organisation or subcontracts.  Whilst the Core Team is expected to provide a consistent level of support to GBN throughout the length of the contract, the use of reach-back capability from SMEs will flex in line with the activities being undertaken at different stages.

## **General Arrangements**

1. To sentence the service plan, the Client shall issue Task Orders to the Consultant. For the avoidance of doubt, the Client is not obliged by virtue of entering into this Agreement to instruct the Consultant to perform any Services under this Agreement other than those specified in an approved task order.
2. The Client shall establish and implement a common task specification system in conjunction with the Consultant for all phases of the agreement scope of activities. This is expected to include, but is not limited to the following:
3. Specification of a scope of services to be performed and the pricing basis for those services
4. Identification of key roles to be performed by the Consultant's personnel in respect of such services
5. the required Deliverables and any associated Information to be relied upon, e.g. Documents for Review, Risk assessment, and Responsibilities together with any nuclear safety implications in respect of the relevant scope of services.
6. Following completion of each task, the Client’s responsible engineer or nominee and the Consultants task lead will perform a post job debrief process (to be jointly agreed). As part of this process, the Consultant will produce a task performance assessment scoring and the Client will produce its associated scoring, using the same metrics. These assessments will review performance during the task against relevant criteria, including but not limited to safety, delivery, quality, reporting, etc.

## **Health and Safety**

1. The Consultant shall, in respect of all occupational health and safety matters associated with the Services, at all times comply with:
2. all Applicable Requirements (to be confirmed in the Contract or updated SoR) and
3. the requirements of ISO 45001 Occupational Health and Safety Management System expectations or equivalent issued by a mutually recognised body.
4. Guidance can be found here:
5. <https://ssip.org.uk/>
6. <https://www.bsigroup.com/en-GB/Occupational-Health-and-Safety-ISO-45001/>

## **Environmental**

1. The Consultant shall, in respect of all environmental matters associated with the Services, at all times comply with:
2. all Applicable Requirements (to be confirmed in the Contract or updated SoR) and
3. the requirements of ISO 14001 Environmental Management Systems or equivalent issued by a mutually recognised body.
4. Guidance can be found here:
5. <https://learn.supplychainschool.co.uk/local/tlactionplans/resource_intro.php?id=1082&modtype=resource>

## **Quality Management Systems**

1. The Consultant shall apply a quality management system consistent with ISO 9001, and other applicable Client requirements (to be confirmed in the Contract or updated SoR).
2. The Consultant warrants and undertakes to the Client that the Deliverables, and any other deliverables required as part of the Services, shall:
3. conform in all material respects with ISO 9001 standards or be in such other form as the Client may from time to time reasonably specify; and
4. be in a concise and logical format so as to be understandable to lay readers and (where appropriate) contain clear recommendations, and
5. the Client reserves the right to audit the Consultant against the Quality Management System and in the event that any audit by the Client demonstrates, in the Client's opinion, that the standard of any Deliverable, or any other deliverable required as part of the Services, is below the ISO 9001 standards the Consultant shall promptly rectify such deficiencies at its sole expense.

## **Quality Plans**

1. Where required by the Client’s Quality Assurance Plan, the Consultant shall provide Quality Plans that take due account of the guidance provided in ISO 10005 Quality Management - Guidelines for quality plans. The level of quality control or quality assurance required through these Quality Plans shall take into consideration the quality grade of the associated item, deliverable, or activity.
2. Where activities are subcontracted, the Consultant shall ensure that the sub-consultant or subcontractor provides a Quality Plan which shall link to activities on the Consultant’s Quality Plan, in order to ensure adequate control of quality activities throughout the supply chain.
3. The Consultant shall produce Quality Plans that identify all quality related activities that will be performed within the scope of that Quality Plan. This shall include all functions and features of the deliverable or item that require verification, and the methods by which this will be performed.

## **Information Security**

1. The Consultant shall manage the confidentiality, integrity, and availability of project information in accordance with the standards and requirements of the Client, including the management of information marked as Sensitive Nuclear Information (SNI) as defined in the Anti-Terrorism, Crime and Security Act 2001, The Energy Act (TEA) 2013 and nuclear security act under The Nuclear Industries Security Regulation (NISR) (2003).
2. The Consultant shall ensure and shall require that its subconsultant or subcontractors ensure that appropriate security measures are put in place for the control, creation, marking, transmission, storage of, and access to, SNI which is within the Consultant's or its ‘subconsultant or subcontractors' control or possession, such measures to be agreed with the Client, and to include:
3. SNI shall only be stored by the Consultant or its subconsultant or subcontractor at such locations as may be required by or agreed with ONR and/or the Client;
4. the Consultant shall and shall require that its subconsultant or subcontractors shall mark SNI in accordance with the Government's classification scheme, as interpreted by the Client in accordance with the Client's information marking and handling procedure;
5. the Consultant shall comply with the requirements of any security aspects letter issued by the Client to the Consultant and the Client's security policy for subconsultant or subcontractors; and
6. access to SNI shall be on a strict "need to know basis" and only by those with appropriate security clearances (in accordance with the instructions of the Client).
7. The Consultant will comply with any policies procedures and instructions issued by the Client in respect of Controlled Information.

## **Export Control Information and Other Compliance Requirements**

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1. The Consultant shall apply Export Control Information (ECI) management arrangements in compliance with the Client and UK (and US if applicable) Government requirements:
2. <https://www.gov.uk/guidance/uk-strategic-export-controls>
3. <https://www.energy.gov/nnsa/10-cfr-part-810#:~:text=The%20regulation%20has%20been%20modernized,transfers%20to%20foreign%20nationals%20working>
4. Controlled Information definition: any information which is or may be subject to export controls or similar restrictions imposed on design, technology or products by any country or organisation, including the UK.
5. Each party must not and shall require that its subconsultant or subcontractors shall not import, export, re-export or transfer, directly or indirectly, any Controlled Information contrary to the controls or restrictions to which such Controlled Information is subject nor undertake or fail to perform any act which would cause a breach of such controls or restrictions and will ensure that appropriate measures for marking and handling Controlled Information are established and maintained.
6. The Consultant shall be responsible for the procurement and maintenance of all necessary export and import licenses required by it for the performance of the Services and shall take all necessary measures to satisfy export and import controls concerning Controlled Information. The Client shall provide all reasonable support to the Consultant in connection with the Consultant's obligations under this Clause.
7. The Consultant will demonstrate and justify how these ECI arrangements are flowed down and evidenced through a formal mechanism to demonstrate compliance of all ECI arrangements in the Consultant and throughout its supply chain.
8. the Client reserves the right to audit the Consultant against the ECI System and in the event that any audit by the Client demonstrates, in the Client's opinion, that the standard of any Deliverable, or any other deliverable required as part of the Services, is below the Client or Government requirements, including marking, handling and storing, the Consultant shall promptly rectify such deficiencies at its sole expense and support the Client
9. Sanctions: Each party shall comply, and the Consultant shall require that its subconsultant or subcontractors comply, with all applicable Laws, Government Approvals and similar restrictions in force from time to time relating to sanctions, including those of the United Kingdom, the United Nations, and the United States where applicable.
10. Re-export of Information: Each party represents and warrants that it shall not use any Services or any work product relating thereto or any items manufactured or developed as a result of the Services or work product (each of the foregoing referred to as the "Covered Materials") for the purposes of disturbing international peace and security, including (i) the design, development, production, stockpiling, or any use of weapons of mass destruction such as nuclear, chemical or biological weapons or missiles, (ii) the other military activities, or (iii) any use supporting these activities.
11. Both parties also represent and warrant that they shall not sell, export, dispose of, license, rent, transfer, disclose, or otherwise provide any of the Covered Materials to any third party whether directly or indirectly with knowledge or reason to know that such third party or any other party will engage in the activities described in Section 13h above
12. Both parties shall obtain these same representations and warranties from any third party to whom it sells, exports, disposes of, licenses, rents, transfers, discloses or otherwise provides any of the Covered Materials.

## **Planning**

1. Service Plan requirements, including:
2. Long term training and development
3. Overall capability of the Consultant to meet the Clients scheduled and emergent (ad-hoc) tasks
4. Client roles and responsibilities for intelligent customer/intelligent client technical review of the Consultants deliverables

## **Verification of Work**

1. The ONR Safety Assessment Principles describe Verification as “The process of confirming, e.g. by use of objective evidence, that an activity was carried out as intended, specified or stated.”
2. The Consultants verification plan shall detail the scope and extent of the verification required per task (based on the QA grade for the work), in accordance with the Client agreed verification procedure.

## **Continuous Improvement**

The Consultant, as part of continuous improvement, will:

1. Develop a plan, in support of the service plan, linked to the agreed KPI’s for continual improvement, to be endorsed by the Client.
2. Utilise the task performance assessment scoring, as agreed with the Client, to provide lessons learned and associated areas/topics for improvement.

## **Performance Review**

The Consultant's Representative shall meet on a nominal monthly basis (or at such other intervals as agreed with the Client, acting reasonably, may notify to the Consultant) and be accessible to the Client’s representatives to discuss the progress of the Services.

## **Documents Review**

1. The Consultant shall provide to the Task Order Project Manager the Documents for Review at the times stipulated in the relevant Task Order(s). If no times are stipulated, such Documents for Review shall be provided in sufficient time for the Client to review and comment upon them and for the Consultant to be able to act upon such comments in accordance with the Programme.
2. Where the Consultant proposes to depart from any of the Documents for Review previously submitted for the Client's review, it shall submit an explanation setting out details of such departure for the Client's review.
3. The Client is not bound to review or comment on any Documents for Review submitted for its review. The Client shall make any comments on Documents for Review properly referred to it in accordance within a reasonable time having regard to the requirements of the Programme.
4. No examination or lack of examination nor any comments, approval or disapproval by the Client in relation to any Document for Review shall relieve the Consultant of any of its obligations, risks or liabilities under the contract.

Bidders should note that this GBN OE interim Statement of Requirements has been produced to support the Procurement Specific Questionnaire stage of the Competition to provide sufficient detail to allow potential bidders to understand whether they would wish to participate. GBN may further refine its requirements and expectations prior to the Invitation to Tender (ITT) stage of the competition, including, but not limited to the following areas: audits, obligations of the Client, the Consultant's demonstration of personnel competency, copyright, competition, suspension of services, sub-contracting, confidentiality and publicity and the management of individual employees conflicts of interest insofar as they may be working across multiple projects and multiple employers. These will be set out in final form in the final Statement of Requirements, which will be issued as part of the Invitation to Tender (ITT).

## **Terms and Acronyms**

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| --- | --- |
| Acronym/Term | Meaning |
| Controlling Mind | The licensee retains primary responsibility for safety. The Safety Management Prospectus should confirm the licensee as the ‘body corporate’ and ‘controlling mind’. It should be clear that there will not be undue interference from parent body organisations and their owners, and that adequate financial resources will be made available to allow the licensee organisation to meet its statutory obligations. |
| CDM | Construction, Design and Management |
| COMAH | Control of Major Accident Hazards |
| ECI | Export Control Information |
| FEng | Foundation Engineering |
| FID | Final Investment Decision |
| FOAK | First Of A Kind |
| GBN | Great British Nuclear |
| HAZOP | Hazard and Operability |
| IPT | Integrated Project Team |
| ITPs | Inspection and Test Plans |
| ITT | Invitation To Tender |
| KPI | Key Performance Indicator |
| LCM | Life Cycle Management |
| MIDP | Master Information Delivery Plan |
| NISR | Nuclear Industries Security Regulation |
| OE | Owner's Engineer |
| ONR | Office for Nuclear Regulations |
| PDP | Project Delivery Plan |
| PSA | Probabilistic Safety Analysis |
| PSQ | Procurement Specific Questionnaire |
| SAA | Severe Accident Analysis |
| SMR | Small Modular Reactor |
| SNI | Sensitive Nuclear Information |
| SoR | Statement of Requirements |
| TEA | The Energy Act |
| TIDP | Task Information Delivery Plan |
| TOM | Target Operating Model |
| TP | Technology Partner |

## **Annex A – Roles, Responsibilities, Accountabilities and Authorities**

1. The Consultant shall ensure that all personnel and any sub-contractors or sub-consultants appointed by the Consultant in accordance with this Agreement (at whatever level in the supply chain) are and shall remain for the duration of their involvement in the Project:
2. registered and accredited in accordance with the Applicable Requirements;
3. suitably qualified and competent for the role they are to perform;
4. and familiar with any nuclear safety implications of their work

and shall, every **six** months or, if earlier, on such occasion when there is a change in the Consultant's personnel providing the Services, provide the Client with an up to date suitably qualified and competent professional record (expected to include role descriptions, accreditation, maintenance & storage of records, periodic review requirements, resource resilience assessment, skills development [gaps-risks and associated mentoring/supervision requirements], etc.).

1. The Consultant shall appoint the person(s) named as such in the Core team as the Consultant's Representative to direct and control the day-to-day performance by the Consultant of the Services. Such person(s), or any replacement approved from time to time by the Client, shall have full authority to act on behalf of the Consultant for all purposes in connection with this Agreement and (unless the Client agrees otherwise) shall represent the Consultant at each and every meeting in relation to the Project.
2. The Consultant shall ensure that, so long as the Project remains uncompleted, the Consultant's Representative and each Key Personnel member shall:
3. devote to the Project an amount of their time and attention that is deemed sufficient by the Client (acting reasonably);
4. not be assigned to any other project on a continuing basis without the prior written consent of the Client; and
5. at all times be accessible to the Client, the Agreement Manager, the Commercial Lead and the relevant Task Order leads (as appropriate) and available to attend meetings relating to the Project.

Nothing in this Clause Annex A, Section 3 shall prevent the Consultant's Representative carrying out their normal duties as an employee of the Consultant in respect of the Consultant's business, provided that the requirements of the Client in respect of the Project shall always be given priority over any other activities of the Consultant's Representative.

1. Technical Capabilities

The following technical skills and services will be required to deliver Consultant activities, including support to the Client regulatory licensing and consenting tasks:

1. Core Design Authority
2. Safety Case
3. BAT Case
4. Chemistry
5. Civil Engineering
6. Commissioning
7. Control & Instrumentation
8. Construction, incl. CDM
9. Conventional Waste
10. Criticality
11. Cyber Security (incl. Security by design)
12. Decommissioning
13. Electrical Engineering
14. Environmental Protection
15. Engineering Management
16. Equipment Qualification
17. Emergency Planning & Response
18. External Hazards
19. Fault Studies
20. Fuel & Core Design
21. Human Factors
22. Internal Hazards
23. Leadership and Management for Safety, Supply Chain and Quality
24. Mechanical Engineering
25. Protective Security (incl. Security by design)
26. Probabilistic Safety Analysis (PSA)
27. Radiological Protection
28. Radioactive Waste Management
29. Reactor Core Physics
30. Requirements Management
31. Safeguards (incl. Safeguards by design)
32. Safety Case Analysis and Techniques (incl. Safety by design)
33. Severe Accident Analysis (SAA)
34. Structural Integrity
35. System Engineering
36. Training and Operations
37. Programme Delivery Capabilities

The following programme skills and services will be required to deliver OE activities:

1. Planning and Scheduling
2. Cost Estimating and Cost Management
3. Risk Management
4. Scope Management
5. Change Management
6. NEC Contracts