Defence Science and Technology Laboratory [dstl]
Commercial Services and IP
Room G02, Bldg 5
Dstl Porton Down
Salisbury
SP4 0JQ

Monday, 30 July 2018

Re: DSTL/AGR/00520/01 Task 16 (UH-C004240.01.16) Ad-hoc UH Support

Dear Ian Hill,

We are pleased to provide the following response to your task approval form for DSTL/AGR/00520/01 Task 16 Ad-hoc UH Support.

UH will cost for provision of ad-hoc support to DSTL/AGR/00520/01 task numbers 11 to 15. The support could take the form of equipment testing, production of material for presentations, giving presentations, fixing bugs in firmware or software, identifying issues and small feature enhancements that had not previously been foreseen.

For full costing and schedule please refer to the attached Task Approval form.

Yours sincerely,

[Signature]

Dr Daniel McCluskey
Director – Centre for Research in Biodetection Technologies
School of Engineering & Technology
University of Hertfordshire, Hatfield. Herts. AL10 9AB, U.K.
Tel: +44 (0)1707 284147 email: d.mccluskey@herts.ac.uk
ANNEX D – TASK APPROVAL FORM

<table>
<thead>
<tr>
<th>Purchase Order Number</th>
<th>Task No.: 16</th>
<th>Issue No.: 0.1</th>
<th>Date: 28/06/2018</th>
</tr>
</thead>
</table>

Part 1: Proposal to be completed by the Dstl Demand Owner

1.1. Task Title: Ad-hoc UH Support.

1.2. Task Objective and Description (including Specification, Acceptance Criteria/Testing, Documentation required, & Quality Standard):

The Authority may require the University of Hertfordshire to provide ad-hoc support to task numbers XXX to YYY. The support could take the form of equipment testing, production of material for presentations, giving presentations, fixing bugs in firmware or software, identifying issues and small feature enhancements that had not previously been foreseen.

Support will be up to a limit of liability of £10k

- The Contractor to provide separate costed options for one day of support time from the following:
  - A Professor
  - A Senior lecturer
  - A Lecturer
  - A Junior Practitioner.

- If this task is called upon, the Authority will provide an emailing specifying what support the individual is to provide and the work will be agree by the Authority and the Contractor before the task is undertaken.
Part 2: Price for Proposed Task

The Task at 'Part 1' is accepted at a Firm Price of **TBC** broken down as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Number of Days</th>
<th>Rate/Day</th>
<th>Sub-Total</th>
<th>Travel &amp; Subsistence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professor/Principle</td>
<td>X</td>
<td>£895.10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Snr Lecturer/Scientist/Eng</td>
<td>X</td>
<td>£679.08</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lecturer/Scientist/Engineer</td>
<td>X</td>
<td>£562.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Junior Practitioner/Support</td>
<td>X</td>
<td>£392.47</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Materials</td>
<td>X</td>
<td>TBC</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Single day return trip to PTN (excl. accommodation) **£100**

Single day return trip subsistence **£30**

**RELEVANT IPR PROVISION:**

- DEFCON 703  
- DEFCON 705  
- DEFCON 91  

Other (to be specified):

<table>
<thead>
<tr>
<th>Our detailed proposal ref.</th>
<th>NA</th>
<th>dated: NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date: 30/07/2018</td>
<td></td>
<td>Proposal submitted by: Daniel McCluskey</td>
</tr>
</tbody>
</table>

Part 3: Approval to be completed by the DSTL Demand Owner

Approval is hereby given to place the Task

Signed [signature]

Dated 17.8.18

Upon completion of Part 3 the Dstl Demand Owner shall create/update the iCAS requisition, then attach this form and submit to Dstl Commercial Services for action.
Deliverables Required:

The deliverable will be dependent on the type of support required. The minimum deliverable will be an email from the Contractor summarising the work undertaken

<table>
<thead>
<tr>
<th>Timescale of Task - Start:</th>
<th>16th July 2018</th>
<th>End:</th>
<th>31st March 2019</th>
</tr>
</thead>
</table>

Additional Special terms and conditions

| .................................................. | .......................................................... |