

Annex B

Process For UOR Authorisation – Mechanism 1 – Sole Source Route

Action	Schedule 2 Tasking Order Form	Activity	Timing
MOD	Page 1	DELETE: Draft/Final/Amendment INSERT: UOR	
MOD	Page 1	In the appropriate box, specify the Number of Working Days for Timeframe for Submission of Proposals	
MOD	Page 2	Complete Section 1	
MOD	Page 2	Complete Section 2	
MOD	Page 6	Complete Section 3	
MOD	Attachment	Insert details of all Additional Terms & Conditions	
MOD		ISSUE UOR TO CONTRACTOR	
CONTRACTOR	Page 7	Complete Sections 4 and 6 and submit proposal	By return
CONTRACTOR		ISSUE IMPACT STATEMENT TO MOD: Inform MOD UOR Customer and all MOD Customers whose Tasks may be affected by performance of the UOR of the effects of performance of the UOR.	Immediate
MOD	Page 7	Complete Section 7	
CONTRACTOR	Page 8	Complete Section 8	
CONTRACTOR		Perform Task	
CONTRACTOR/ MOD		Complete Sections 2, 4, 5 & 6	As soon as possible but within 14 Working Days of Authorisation of UOR