

**APPENDIX 3: ACTIVE CELLS FACILITY DELIVERY AND INSTALLATION SCOPE – RESPONSIBILITY, COST AND LIABILITY MATRIX**

Category	Description of scope <sup>4</sup>	Responsible for completion of scope		Responsible for cost of scope		Liability for goods during completion of scope		Notes
		ESS	UKAEA	ESS	UKAEA	ESS	UKAEA	
Delivery	Packaging of goods for delivery.		X		X		X	
	Delivery of goods to ESS storage facility.		X		X		X	Delivery DDP. UKAEA or its subcontractor is liable for goods until ESS receipt of equipment. ESS assumes liability for goods after receipt. Delivery of goods should be scheduled so as to minimize the need for interim storage prior to installation, and maximize delivery directly to the ESS site. This particularly applies to large items such as the intrabay doors and transfer hatches.
	Upon delivery, unloading of goods at ESS site or ESS storage facility.	X			X		X	UKAEA is responsible for the unloading of goods upon delivery to either the ESS site or the ESS storage facility. ESS will provide this service to UKAEA through a service contract with a local supplier. Rates to be agreed.
	<a href="#">Receipt of goods and delivery inspection</a>	X		X		X		<a href="#">ESS will perform delivery inspection and provide delivery inspection report to allow UKAEA to claim for any damage caused during carriage. UKAEA to advise ESS of any special inspection criteria that must be recorded, e.g. tilt sensors, accelerometers etc.</a>
Storage and transportation	Storage of goods at ESS storage facility.	X		X		X		Storage to be secure, undercover, heated and suitable for storage of the necessary goods. UKAEA to estimate required storage area in advance.
	<a href="#">Inventory management of delivered goods.</a>	X		X		X		Inventory management until goods are installed or returned to UKAEA or its subcontractor.
	Unpackaging / repackaging as necessary for inspection of goods.	X		X		X		Supervised by UKAEA or its subcontractor.
	Transportation of goods from ESS storage facility to designated ESS site unloading zone.	X		X		X		
	Unloading of goods at designated ESS site unloading zone.	X		X		X		
	Storage of goods in temporary storage area at ESS site if necessary.	X		X		X		Storage to be secure, undercover, heated and suitable for storage of the necessary goods. UKAEA to estimate required storage area in advance.
	Removal of packaging prior to installation.		X		X		X	
	Disposal of packaging.	X		X			n/a	
	Storage of packaging.	X		X		X		For any goods that need to be returned to UKAEA or its subcontractors.
	Transportation of goods from designated ESS site unloading zone to ESS storage facility.	X		X		X		For any goods that need to be returned to UKAEA or its subcontractors. Where possible these should be shipped directly from the ESS site rather than returned to the storage facility.
Administrative support for return of goods from ESS to onward destination.	X		X			n/a		

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<sup>4</sup> For any scope that includes a labour element, labour is included in the allocation of responsibility, cost and liability; e.g. lifting and handling includes crane drivers and riggers etc.

Category	Description of scope <sup>4</sup>	Responsible for completion of scope		Responsible for cost of scope		Liability for goods during completion of scope		Notes
		ESS	UKAEA	ESS	UKAEA	ESS	UKAEA	
Lifting and handling	Movement of goods from ESS site unloading zone or ESS site temporary storage area into installation location (potential locations include: transport hall, waste transfer area, maintenance cell, process cell, technical galleries, airlock, high bay).	X		X		X		Active cells in-cell cranes will be used for in cell lifts within SWL once available.
	Cranes, mobile working platforms and standard lifting equipment required to carry out installation works in installation location (potential locations include: transport hall, waste transfer area, maintenance cell, process cell, technical galleries, airlock, high bay).	X		X		X		Active cells in-cell cranes will be used for in cell lifts within SWL once available.
	Provision of bespoke lifting equipment and adaptors required to carry out installation works.		X		X	X	X	Liability to be discussed when ESS provided cranes or handling gear are used in combination with bespoke equipment.
Installation	Installation of goods indicated as part of UKAEA responsibility within Annex 2.		X		X		X	
	Provision of additional labour to carry out installation works where requested by UKAEA or its subcontractors (e.g. electricians, mechanical fitters, welders)	X			X		X	Rates to be agreed. Resource needs to be communicated prior to need date. <a href="#">Amount of prior notice needed to be agreed between UKAEA and ESS.</a>
Miscellaneous site services	Temporary services required for installation works, including but not limited to electricity, ventilation, lighting, gas, compressed air.	X		X			n/a	
	Means of safe access and egress to and from area of installation works.	X		X			n/a	
	Support services required for installation works, including but not limited to medical, rescue, scaffolding, cleaning, waste disposal, security, work permit administration.	X		X			n/a	<a href="#">Note relating to cleaning scope: ESS will provide general cleaning services to ensure that a clean tidy workplace is maintained for all areas. UKAEA and its subcontractors will maintain their own work areas in a clean and tidy condition during installation activities and leave those areas in a clean condition on completion. Maintaining a clean work area includes placing waste in waste or recycle bins, and sweeping or vacuuming areas where installation takes place.</a>
	Site induction and training necessary to comply with site rules and relevant Swedish and local regulations.	X		X			n/a	Staff time of trainees paid by UKAEA. Instructors' time paid by ESS. Does not include professional staff certifications, e.g., electricians, welders, riggers, crane operators, etc.).
	On-site storage of hazardous materials required for installation works.	X		X		X	X	UKAEA responsible for notifying ESS of the existence of hazardous materials within the goods delivered, and for providing Materials Safety Data Sheets for hazardous materials.
	Personnel Protective Equipment for UKAEA staff or its subcontractors.	X			X			UKAEA and subcontractors provide or procure on site their own PPE (safety shoes, goggles, gloves, hard hats, etc.).
	Facilities for personnel including office space, amenities, parking.	X		X			n/a	UKAEA to estimate requirement in advance.
	Allocated secure areas / containers for storage of UKAEA or its subcontractors installation tooling and equipment within or in close proximity to active cells and technical galleries.	X		X			n/a	UKAEA to estimate requirement in advance. Limited to three 40-foot locking shipping containers or equivalent volume.
	Workshop services.	X		X	X		n/a	Standard workshop facilities for use by UKAEA or its subcontractors during installation works. Workshop services to be procured from local machine shops through ESS-managed framework agreements.
Supply of stock raw materials if required during installation works.				X		n/a	ESS will not have a supply of stock raw materials on site. These must be purchased from local vendors (e.g. Bauhaus).	
Concrete	Provision and fill of concrete for shielding elements filled on ESS site.	X			X	X	X	Liability to be discussed. Rate per m <sup>3</sup> to be agreed.

Pattison, Simon 2/12/2016 16:04

**Comment [26]:** We are not sure where this 90 day period has come from. In the absence of source data, I suggest the added sentence.

Pattison, Simon 2/12/2016 16:04

**Deleted:** 90 days

Pattison, Simon 2/12/2016 10:31

**Comment [27]:** Re-drafted to clarify UKAEA understanding – needs to be checked by ESS

Pattison, Simon 2/12/2016 15:38

**Deleted:** UKAEA installers should be responsible for cleaning the areas during and at completion of installation. Cleaning includes placing waste in waste or recycle bins, and sweeping or vacuuming areas where installation takes place.