**Schedule 6 (Transparency Reports)**

***[Buyer Guidance: If Schedule 34 (Northern Ireland Law) is used then this Schedule 6 should not be used]***

* 1. The Supplier recognises that the Buyer is subject to PPN 01/17 (Updates to transparency principles v1.1 (<https://www.gov.uk/government/publications/procurement-policy-note-0117-update-to-transparency-principles>). The Supplier shall comply with the provisions of this Schedule in order to assist the Buyer with its compliance with its obligations under that PPN.
  2. Without prejudice to the Supplier's reporting requirements set out in this Contract, within three (3) Months of the Effective Date the Supplier shall submit to the Buyer for Approval (such Approval not to be unreasonably withheld or delayed) draft Transparency Reports consistent with the content requirements and format set out in the Annex of this Schedule.
  3. If the Buyer rejects any proposed Transparency Report submitted by the Supplier, the Supplier shall submit a revised version of the relevant report for further Approval within five (5) days of receipt of any notice of rejection, taking account of any recommendations for revision and improvement to the report provided by the Buyer. If the Parties fail to agree on a draft Transparency Report the Buyer shall determine what should be included. Any other disagreement in connection with Transparency Reports shall be treated as a Dispute.
  4. The Supplier shall provide accurate and up-to-date versions of each Transparency Report to the Buyer at the frequency referred to in the Annex of this Schedule.

**Annex A: List of Transparency Reports**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title** | **Content** | **Format** | **Frequency** |
| [Performance] | [ ] | [ ] | [ ] |
| [Charges] | [ ] | [ ] | [ ] |
| [Key Subcontractors] | [ ] | [ ] | [ ] |
| [Technical] | [ ] | [ ] | [ ] |
| [Performance management] | [ ] | [ ] | [ ] |

***[Guidance: If you are using this Contract to procure steel,*** [***PPN 04/2023: Procuring Steel in Government Contracts***](https://www.gov.uk/government/publications/ppn-0423-procuring-steel-in-government-contracts) ***may apply. If this PPN applies, you are required to collect data on steel and report on this to BEIS. In this instance, you should consider inserting the*** [***example contract clauses***](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1149034/2023.03.22-PPN-04_23-Example-Contract-Clause-Final-Google-Docs.pdf) ***accompanying this PPN (amending as required), or an equivalent clause. The PPN applies to all Central Government Departments, Executive Agencies, and Non Departmental Public Bodies when conducting procurements covered by Part 2 of the Public Contracts Regulations 2015, the Utilities Contracts Regulations 2016, the Defence and Security Public Contracts Regulations 2011, and the Concessions Contracts Regulations 2016, where steel is being procured directly or indirectly.***

The data requirement aspects relate to projects/programmes:

(i) with a value of £10 million or more; and

(ii) a value of less than £10 million where it is anticipated that the project will require in excess of 500 tonnes of steel.]