S

IT DISASTER RECOVERY SERV

SITE PROVISION BY SERVICE

Clauses

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- 2. Services
- 3. Activation and use of the S
- 4. **Testing**
- 5. Service Provider's obligation
- 6. Client's obligations
- 7. Charges and payment
- 8. Data
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- 12. Limitation of liability
- 13. Period and termination of A
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- 18. Third party rights
- 19. No partnership or agency
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- Dispute Resolution (Arbitra 21.
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- 23. Governing law and jurisdict

Schedules

Client Computer Sy Schedule 1

Standby Facility and Schedule 2

Schedule 3 Fees

Standby Fees payable quarterly in Usage Fees payable monthly in ar

Schedule 4 Requirements for th **THIS AGREEMENT** is made and <<insert year>>

BETWEEN:

- (1) <<Name of Service Provid under number <<Compar <<Registered Office>> ("th")
- (2) <<Name of Client>> a conumber <<Company Received Company Received Office>> ("the company compan

WHEREAS

The Service Provider has exper recovery services to its clients, a operations.

IT IS AGREED as follows:

1. Definitions and Interpreta

1.1 In this Agreement, expressions has th

"Activation" Se

th cc

Pi

ur

m

ex re

re

a٧

"Activation Notice" A

"Activation Response th

Time"

"Additional Services" ar

da

day of <<insert month>>,

red in <<Country of Registration>>
>> whose registered office is at

<Country of Registration>> under whose registered office is at

providing commercial IT disaster use those services for its business

vise requires, each of the following to it:

of Client's Activation Notice stating Standby Capability for business

der clauses 3.1 and 3.2

after Activation in which Service andby Capability available to Client

the Services) as Service Provider able from time to time including, for up, data recovery, [mobile disaster overy] equipment-specific disaster oport, hosting, ASP, continuous aring or remote access testing

"Back Up Arrangements" C

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ar ar

"Client Computer Systems"

"Commencement Date"

"Confidential Information"

"Customer"

"Data Back Up Agreement"

"Data Protection Legislation rrangements to back up and keep in clause 6.6.2, including any Data or any services Client outsources to

escribed in Schedule 2

or obtained by a party that is of the other party and (i) is clearly rise clearly identified as, or (iii) from cumstances of its disclosure it is is, confidential information of that luding information that: a) is or other than through any act or or obtaining party; b) was in the ession before the disclosure; c) is ceiving or obtaining party by a third on disclosure; d) is independently iving or obtaining party, which can be shown by written evidence; disclosed by law, by any court of by any regulatory or administrative

use the Standby Capability for

riting under which Service Provider lata back up service

n force from time to time in the le to data protection and privacy o, the UK GDPR (the retained EU I Data Protection Regulation ((EU) t of the law of England and Wales, eland by virtue of section 3 of the val) Act 2018); the Data Protection made thereunder); and the Privacy nications Regulations 2003 as

2

"Disaster" an to do ac los ca op wil "Fees" the Pr "Force Majeure" ev co ind Pr tra wa CO ac ha ea "Multiple Activation" Ad co "Priority Decisions" the se St Αd "Service Period" the eli pu "Services" the "Standby Capability" the us "Standby Facility" the St the

umstance (including but not limited rist attack, power failure, server strikes, lockout or other industrial e or partial interruption or loss of or ibility to Client Computer Systems rse effect on Client's business asonably considers that that result hours

Usage Fees payable to Service

luse beyond a party's reasonable limitation, strike, lock-out or other involving the workforce of Service rty), failure of a utility service or ations network, act of God, acts of of terrorism, malicious damage, rule or regulation, governmental t, breakdown of plant or machinery, e, power failure, fire, flood, storms, t of suppliers or sub-contractors

and any Customer(s) resulting in of the Standby Capability

vice Provider on a "first come, first rvice Provider provides use of the Client and Customers on a Multiple

h Activation during which Client is Capability for business continuity

lause 2

esources described in Schedule 2 ervices.

rred to in Schedule 2 where the delivered and made available by

"Testing" Cli rel tra "Testing Days" [fiv wit firs Cd["Test Report" а red wh dis 1.2 Unless the context "writing", an 1.2.1 effected by e 1.2.2 a statute or amended or 1.2.3 "this Agreer amended or schedule to 1.2.4 a Clause or Schedules) 1.2.5 a "party" or 1.3 In this Agreement: 1.3.1 The heading interpretation 1.3.2 Words impa 1.3.3 A reference 1.3.4 A reference unincorporat personality). 1.3.5 A reference employees a **Services** 2.1 The Service Provid conditions of this A Standby Capability

Capability for testing or use for a ery for a Disaster, and for related

ling period of 12 months (beginning ate) when Testing is to occur, the be within 30 days after the h agreed date

the results of a rehearsal for ny deficiencies or exposures and, recommendations for improved

eference in this Agreement to:

on, includes any communication hsmission or similar means.

is to that statute or provision as ht time.

nt and each of the Schedules as levant time, and a Schedule is a

of this Agreement (other than the vant Schedule.

ies to this Agreement.

only and have no effect upon the

include the plural and vice versa.

reference to the other genders.

a natural person, corporate or not having separate legal

ce Provider includes its respective

2.

2.1.1 the Standby <<9.00am>> holidays][24 encement Date. on the terms and nable endeavours to maintain the ring the Service Period:

indby Facility [during the hours business days excluding public ys per week] if a Disaster occurs

and following make any co free or that it

- 2.1.2 Testing;
- 2.1.3 technical as necessary to
- 2.1.4 at least or reasonable processes Capability for
- 2.2 This Agreement do Client requests ar reasonable endeav standard terms and

3. Activation and use of the

- If a Disaster occurs Notice.
- 3.2 The Activation Notice
- 3.3 Subject to clauses within the Activatio to the Client at the Capability during the
- 3.4 The Service Provid Customers stated i Activation:
 - 3.4.1 one or more Standby Ca
 - 3.4.2 the Service Decisions:
 - 3.4.3 the Service provide any that it complemake alternesources at
 - 3.4.4 the Client s provide busi
- 3.5 The Client shall practicable after ini Client Computer Soperation a suitable

ice Provider does not represent or ion shall be uninterrupted or error-

ce Provider decides is reasonably sting or after Activation; and

eding period of 12 months, on e Provider, access to the Standby ng it.

any Additional Services but if the the Service Provider shall use ested services on its then current

he Service Provider an Activation

equirements in Schedule 4.

ider shall, following Activation and the Standby Capability available the Client may use the Standby ness continuity purposes.

stomers] **OR** [up to the number of cordingly in the event of Multiple

activated use of or be using the vation by the Client;

in accordance with the Priority

liable to the Client for failure to f the Standby Capability provided I it uses reasonable endeavours to uity facilities, equipment and/or and

Service Provider in its efforts to to Customers.

avours as soon as reasonably saster either to restore use of the e the Disaster or to bring into



3.6 The Client shall ceat hours of whichever accordance with clator the bringing into Provider is hereby a do so.

- 3.7 The Client may (as writing that it wishe Whilst the Service I the Standby Capal reasonable comme during the Service access on at least [
- 3.8 The Service Provid the equipment and/

4. Testing

- 4.1 The Client shall gi practicable) of its re
- 4.2 The Client may use only by prior agreer Service Provider's p
- 4.3 The Client agrees a
 - 4.3.1 the Service on dates the
 - 4.3.2 the Service Days to be of
 - 4.3.3 the Service Testing Day Standby Car
- 4.4 The Client is solely Testing.
- 4.5 If the Client wishes after the Service Peclause 3.7 and the same way. The charates for Testing.
- 4.6 [If the Client cancel charges paid or pa before the date bo payable by the Clie

e Standby Capability within [three] nding of the Service Period, or (in of the Client Computer Systems, e alternative facility. The Service this subclause if the Client fails to

able) notify the Service Provider in apability after the Service Period. ake to provide use of or access to he Service Period, it shall use o (at the same rate which applied Provider may end such use or y time.

days' notice to the Client change ising the Standby Capability.

- Provider (as far in advance as pays.
- for Testing on the Testing Days ovider and in accordance with the or Testing from time to time.

le to make Testing Days available

ble to provide for the [5] Testing

- r change the date of any agreed stomer has activated use of the ay.
- a and storage media used during

more than the [5] Testing Days or ervice Provider in writing as under shall apply to such request in the e Provider's then current standard

will not be entitled to refund of any lation occurs less than [14] days lee set out in Schedule 3 will be

4.7 [The Service Provi within 14 days of th of Testing.]

5. Service Provider's Obliga

The Service Provider:

- 5.1 shall provide the Se
- 5.2 shall use reasonab and to keep it in go Services:
- 5.3 may enter into any
- 5.4 may enter into any relation to the Star Schedule];
- 5.5 may reject any of tunsuitable for use of
- 5.6 shall not be respon Standby Facility, or (except under, and media, used in or Client's business;
- 5.7 shall, following Act available the Stand
- 5.8 shall from time to to the Standby Capa maintenance detail remedial maintenar services or are other
- 5.9 shall not be respon sole responsibility u
- 5.10 [shall maintain for policies to cover as liabilities under this

6. Client's Obligations

- 6.1 In relation to this Ag
 - 6.1.1 provide the

6.1.1.1 all ne

6.1.1.2 all ne

to enable th

eliv

eliver to the Client a Test Report covery carried out on an occasion

e skill and care;

ly maintain the Standby Capability to be able properly to provide the

for similar services;

th any [number of] Customers in eeding the number stated in the

ia if Service Provider considers it

nt Computer Systems, the Client's e, services, other resources, data a Back Up Agreement), or storage Client Computer Systems or the

accordance with clause 2, make

anges to or of items comprised in softheir serial numbers and that are routine, arise through grades to equipment, software or d

the things for which the Client has

Igreement appropriate insurance sonable and available, its potential

•

d assistance; and

information as may be required by

vide the Services;

7

6.1.2 comply with without limit activities un

- 6.1.3 carry out all timely and agreed by the obligations a
- 6.2 While using or access Service Provider's g instructions issued by (including but not limit
- 6.3 The Client's persor pursuant to this Agr do so.
- 6.4 The Client shall perform the first of the first of
- 6.5 The Client shall:
 - 6.5.1 use and open purposes ar business;
 - 6.5.2 use the Servanner;
 - 6.5.3 at all times
 Capability, I
 damage cau
 it to the Se
 Period, fair
 liable for, as
 replacement
 and
 - 6.5.4 ensure that the environment
- 6.6 The Client alone is
 - 6.6.1 supplying al suitable for u
 - 6.6.2 the adequac data it brings
 - 6.6.3 the adequae maintain all up Agreeme

nd regulations (in particular, but on Legislation) with respect to its

ties set out in this Agreement in a Client delays in giving assistance ovider may adjust any timing of its

ty, the Client shall comply with the cedures, arrangements and any relating to the Standby Capability curity).

Capability or doing anything else y authorised, trained and skilled to

e to the Service Provider of its on Notice.

bility only for business continuity and in the ordinary course of its

per, professional and responsible

s, take good care of the Standby damage caused to it (save any der) and, at the end of use, return ndition it was before the Service, failing which the Client shall be I cost of repair or full value of new d part/s of the Standby Capability;

cure, clean, tidy, and that it meets for use of the Standby Capability.

its use of the Services for:

ta compatible with and generally bility;

d security of all storage media and and/or uses;

ments. It hereby confirms it will ngements and that any Data Back ds;

6.6.4 all software Standby Ca licensed);

- 6.6.5 risk of loss of data, storage on the Stand
- 6.6.6 the supply, included with all Client Constant Standby Cap
- 6.6.7 all security and Services indicated controls, ope
- 6.6.8 all results it
- 6.7 The Client agrees the property of the Servic interest in it.
- 6.8 The Client agrees in used during Testing responsibility for lost any other equipmer during Testing.
- 6.9 The Client shall kee all normal risks arisi
- 6.10 The Client warrants
 - 6.10.1 any software used by the to it and ot Standby Car
 - 6.10.2 all personal by it to the 3 properly made

7. Charges and Payment

- 7.1 The Client shall pay
 - 7.1.1 the Standb
 [quarterly][a
 pursuant to
 inspection, t
 Testing in ac

terials that do not form part of the ring that they are appropriately

ge to, however caused, any such etary materials or other resources

upport of all other resources not g (but not limited to) ensuring that are is capable of running on the

and appropriate to its use of the n, passwords, pass codes, audit edures; and

y is and will remain the exclusive lient will not have any right, title or

ole for all data and storage media Provider shall have no liability or such data or storage media, or to other resources of the Client used

comprehensively insured against it's Standby Facility.

onnection with the Services:

of the Client Computer Systems esting will be owned by or licensed available for use on or with the

d by the Client or made available properly in the possession of, and t.

vices set out in Schedule 3 which include all charges for, e Standby Capability available, d the Testing Days (but not any s); and

7.1.2 the Usage arrear(which of a Disaster

- 7.2 The Client shall re travel expenses inv by the Service Pro expenses [unless a
- 7.3 All Fees and othe exclusive of Value invoice(s) at the app
- 7.4 The Service ProvidFees set out in Sch3 monthly in arrears
- 7.5 Each invoice will b invoice date. If the days after the due of the Service Provi
 - 7.5.1 the Service of any of the and
 - 7.5.2 the Client sl rate of [4]% time to time date until a after judgm overdue am
- 7.6 The Service Provide from any anniversary prior notice provided rate of charge is no Index for the twelve r

8. Data

EITHER

[Provision of the Services of any personal data by the Client shall in relation to a data controller and data circumstances be a data responsible for ensuring the Data Protection Legislation

OR

set out in Schedule 3 monthly in use for Testing and on occurrence

rovider for all actual, reasonable mited to, hotel and meals incurred the Services, but not any other ng].

ferred to in this Agreement are e added to the Service Provider's

nnually][quarterly] in advance for oices for Fees set out in Schedule

the Client [30][10] days after the ot received payment within [five] ce to any other rights or remedies

or temporarily suspend provision oice(s) concerned remain unpaid;

and on the overdue amount at the Name Of Bank]'s base rate from rue on a daily basis from the due erdue amount, whether before or ay the interest together with the

increase any charges with effect t Date on not less than 60 days' nat increase over the then current age increase of the Retail Prices nniversary.

shall not include any processing of nalf of the Client. Accordingly the sed by the Client operate as both ce Provider shall not in those cessor, and the Client shall be personal data complies with the [Except as follows, in relating use of the Services by the data on behalf of the Clipersonal data processed processor, the Service Proof or data processor, and the of the personal data compete Service Provider is to course of and as part of pata by the Service Provided Data Processing Agreement [pursuant to this Agreement]

9. Proprietary Rights

The Client acknowledges own all intellectual proper stated herein, this Agreem copyrights, database righ registered or unregistered) Capability, the Services, or

10. Confidentiality

Each party may receive or other party under this Ag Information in confidence Confidential Information as Information for any purpo divulge the other's Confide to know it. Each party sh Confidential Information to employees or agents in vio

11. Indemnity

- 11.1 The Client shall de against claims, act (including without li Client's use of the breach of any warra
- 11.2 The Service Provid
 Standby Capability
 claims by third part
 provided that the Se
 if the alleged infring
 than the Service
 Capability or to the
 given by the Service

rvices by the Service Provider and der shall not process any personal e Client shall in relation to any as both data controller and data circumstances be a data controller ple for ensuring that its processing ction Legislation. However, where data on the Client's behalf in the controller and such processing of personal accordance with the terms of the Service Provider and the Client

rvice Provider and/or its licensors Capability. Except as expressly Client any rights to, or in, patents, names, trade marks (whether icences in respect of the Standby on.

mation of the other party from that hall hold the other's Confidential by law, not make that other's ty, or use the other's Confidential ementation of this Agreement, or of its employees who do not need steps to ensure that the other's not disclosed or distributed by its Agreement.

Id harmless the Service Provider s, damages, expenses and costs ng out of or in connection with the Services, and, without limitation, by the Client in this Agreement.

good title to or a right to use the o indemnify the Client against any vision of the Services to the Client no liability to indemnify the Client ither modification by anyone other re forming part of the Standby tware contrary to any instructions

12. Limitation of liability

- 12.1 The Client accepts of the Service Pro Standby Capability else in connection v
- 12.2 Except as expressly
 - 12.2.1 the Client a selecting the meet its bus
 - 12.2.2 the Service representation all such warrant other telesched from applicable la
- 12.3 Nothing in this Ac Provider for:
 - 12.3.1 death or per
 - 12.3.2 direct dama Agreement £500,000 for
 - 12.3.3 fraud or frau
- 12.4 Subject to clause 1
 - 12.4.1 the Service tort (including negligent or
 - 12.4.1.1
 - 12.4.1.2
 - 12.4.2 any liability
 (excluding li
 (including ne
 innocent m
 Agreement,
 by the Client
 the liability a
- 12.5 The limitations and

s takes fully into account the limits liability (set out below) for the t's use of them, and for anything

nt:

ty for use of the Services and for r they and the Standby Capability

nties or guarantees and makes no ces or the Standby Capability, and esentations, and all conditions and by statute or otherwise, are hereby the fullest extent permitted by

udes the liability of the Service

e Service Provider's negligence;

d either by any breach of this the Service Provider limited to of events; or

s all liability, whether in contract, reach of statutory duty), or for on, or otherwise, for

cipated savings, loss or corruption ther it is direct, special, or indirect

t or consequential loss, damage,

er for breach of this Agreement ity at clause 11.111.211.2 or tort statutory duty), or for negligent or nerwise in connection with this ggregate to the total amount paid the 12 month period up to the date

12 are cumulative.



13. Period and Termination d

- 13.1 This Agreement she continue from that of either party gives at 12 month term or of to the provisions in
- 13.2 Without affecting ar Agreement or at lav
 - 13.2.1 the Service effect by given payment to provide the service of the service
 - 13.2.2 if the Service change of materially a Capability for notifies the charges, the Service immediate e
 - 13.2.3 either party giving writter
 - 13.2.3.1 com obli brea noti
 - 13.2.3.2 has perf
 - 13.2.3.3 is g

13.2.3.4 is in

or o adju com ama with trus

app

13.3 On any termination return to the Servic the parties have parties to t

e Commencement Date, and shall ths and thereafter unless and until ce expiring either at the end of the end of that 12 month term, subject

available to either party under this r liabilities of either party:

this Agreement with immediate Client fails by the due date for this Agreement; or

Client pursuant to clause 3.8 of a ipment or resources that would e Client's use of the Standby rposes, or if the Service Provider use 7.6 of any increase of any e within 30 days after the date of to terminate this Agreement with

eement with immediate effect by fit the other party:

ontinuing breach of any of its eement and fails to remedy the medy) within 30 days after written

eriod of [60] days been able to esult of Force Majeure; or

its debts within the meaning of fithe Insolvency Act 1986; or

ceedings concerning its solvency, mits an act of bankruptcy or is enters into liquidation, whether ther than for the purposes of an ction, or makes an arrangement for an administration order or if a tive receiver or general officer is t of its assets.

Client shall cease to use and shall the Service Provider, and, unless wise, the Service Provider may, he Client's data, storage media, software, equipmer any liability for doin

14. Waiver and Rights and R

No failure or delay by a pa waiver of any such rights of be a waiver of any other rig

15. Force Majeure

Subject to Clause 13.2.3 performing their obligation and where Force Majeure extension of time for perfor

16. Severance

In the event that one or unlawful, invalid or other deemed severed from the Agreement shall be valid a

17. Assignment

This Agreement is persor charge (otherwise than by of its rights hereunder, or hereunder without the wri unreasonably withheld.

18. Third Party Rights

No part of this Agreemer accordingly the Contracts Agreement.

19. No Partnership or Agenc

Nothing in this Agreement joint venture, agency, or of the contractual relationship

20. Notices

- 20.1 All notices under th if signed by, or on notice.
- 20.2 Notices shall be de

ssession without thereby incurring

Il prejudice or restrict its rights. No ontractual terms will be deemed to

able for any failure or delay in delay results from Force Majeure, y shall be entitled to a reasonable

of this Agreement is found to be at / those provision(s) shall be reement. The remainder of this

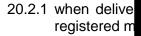
ner party may assign, mortgage, licence or otherwise delegate any se delegate any of its obligations er party, such consent not to be

rights on any third parties and Act 1999 shall not apply to this

emed to constitute a partnership, p between the parties other than this Agreement.

writing and be deemed duly given sed officer of the party giving the

given:



20.2.2 when sent, transmission

20.2.3 on the fifth ordinary mai

In each case notice address, or facsimil

21. Dispute Resolution (Arbit

- 21.1 The parties shall at Agreement through have the authority t
- 21.2 If negotiations unde of receipt of a writte the dispute in goo ("ADR") procedure.
- 21.3 If the ADR proced within 28 days of participate in the AI either party.
- 21.4 The seat of the a Wales. The arbitra Rules for Arbitratio parties are unable either party may, u President or Deput Arbitrators for the decision on rules th
- 21.5 Nothing in this Cl applying to a court
- 21.6 The parties hereby dispute resolution u parties.

22. Entire Agreement

- 22.1 This Agreement co the parties, and s respect to its sub instrument in writir parties.
- 22.2 Each party acknow any representation, or negligently) exce or given fraudulently
- 22.3 Except as express provided under this rights or remedies p

ier or other messenger (including ss hours of the recipient; or

mile or e-mail and a successful s generated; or

g mailing, if mailed by national

the most recent address, e-mail other party.

ute arising out of or relating to this eir appointed representatives who

t resolve the matter within 21 days the parties will attempt to resolve d Alternative Dispute Resolution

21.2 does not resolve the matter cedure, or if either party will not e may be referred to arbitration by

ause 21.3 shall be England and by the Arbitration Act 1996 and ne parties. In the event that the or(s) or the Rules for Arbitration, e to the other party, apply to the being of the Chartered Institute of itrator or arbitrators and for any

either party or its affiliates from

ind outcome of the final method of I [not] be final and binding on both

nent and understanding between agreement between them with not be modified except by an authorised representatives of the

his Agreement, it does not rely on other provision (made innocently in this Agreement except if made

ement, the rights and remedies tion to, and not exclusive of, any



23. Governing Law and Juris

- 23.1 This Agreement (inc therefrom or assoc accordance with, th
- 23.2 Subject to the pro controversy, proce Agreement (includi therefrom or associ of England and Wal

Schedule 1

Client Computer Systems <<insert details>>

Schedule 2

[Client's Standby Facility

<<insert details>>

Standby Capability

<<insert details>>

[As per clause 3.4, state maximum

Schedule 3

Fees

[Standby Fees payable [quarterly Usage Fees payable monthly in ar [Cancellation Fee (payable pursua

Schedule 4

The Activation Notice shall be: in material respects, signed by a confollowing e-mail address of the Pactivation procedures from time to

ual matters and obligations arising governed by, and construed in ales.

dispute resolution), any dispute, en the parties relating to this matters and obligations arising within the jurisdiction of the courts

ider's other Customers]

k< >>]

per [hour][day][week]] £<< >>

>>]

true, complete and accurate in all ntative of the Client, sent to the n accordance with the Provider's

[ATTACH FORM OF NOTICE]

Signed by [NAME OF DIRECTOR for and on behalf of [NAME SERVICE PROVIDER]
Signed by [NAME OF DIRECTOR for and on behalf of [NAME OF C

