

			
<h2>Legal Policy Statements</h2>			
DQ Status	Live	Policy	
DQ Content Authority	Technology Lawyer (William Hayes)		
Contact(s) for Help	William Hayes, Robert Gillis, Ruth Andrew		
Description	Legal policy statements related to technology and DQ.		
DQ Reference	Version	Date	Last Reviewed
Law_01	02.04	06/10/2008	Oct 2008
Key Words	Law, policy		

Ref	Policy Statement
01	All contracts should be approved by an appropriate legal advisor prior to development or service commencing
02	For technology contracts contact any of the Technology Lawyers in the Future Media - Legal & Business Affairs team as listed at http://legal.gateway.bbc.co.uk/lawyers/bbc_lawyers . Any deviations from the BBC's legal minimum terms and conditions must be approved by an appropriate legal advisor.
03	Any changes in the contractual terms between the BBC and a supplier of technology services or goods must be approved by an appropriate legal advisor.
04	Where a framework agreement is in place with a supplier the process for all assignments or orders placed under that framework must be reviewed by an appropriate legal advisor.
05	The BBC will comply with the Data Protection Act and other legislation affecting information and security.
06	The manager/personnel officer requesting a BBC logon-ID for a new member of staff has checked adequate references, and that the person has a signed contract, or if not a BBC employee, that an adequate contract is in place with confidentiality clauses.
07	The BBC must comply with the EU Procurement regulations in relation to all contracts for goods or services which are over the applicable financial limits.
08	Deleted. See CR 06_010
09	Refer to your Technology Representative / Technology Controller any contract not compliant with Delivering Quality, or any other BBC Policies.
10	Refer to your Technology Representative / Technology Controller where the BBC does not retain the IPR in the final product.
11	Before starting a procurement process or seeking to place a contract with another technology supplier, check if the service is already, or can be, supplied under the Technology Framework Contract with Siemens Business Services. The Contract Management team, Technology Group can help and advise on this matter.

DQ Location	Internal: http://guidelines.gateway.bbc.co.uk/dq/law/policies.shtml External: http://www.bbc.co.uk/guidelines/delivering_quality/law.shtml	1
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Appendix A - Document History

Date	Version	Changes / Comments	Author
06/10/08	02.04	Minor updates following review by Lucinda Plumridge and Bill Hayes	L. Plumridge
05/10/06	02.03	Removal of information on related policies from the word document. The policies have not been deleted; they are links to other useful information. The list will now be maintained on the web site only	L. A Carter
15/03/06	02.02	Updates following review by Ruth Andrew	L.A Carter
30/01/06	02.01 (draft)	1 st review	L.A. Carter
01/10/02	02.00	Issued version.	L.A. Carter
19/08/02	01.02 (draft)	Creation of document and re-numbering policies following transfer of the following policy to new topic Purchasing "The BBC must comply with the EU Procurement regulations in relation to all contracts for goods or services which are over the applicable limits."	L.A. Carter