

Collaborative Working Policy

1. POLICY

Critical to the success of Leidos Innovations UK Ltd, both current and future, is our ability to build and maintain effective Collaborative Business Relationship Management (CBRM) and the relationships to which they are underpinned. As part of building an effective business relationship, Leidos Innovations UK Ltd will evaluate each new project, customer, supplier and teaming arrangement to determine the extent to which collaborative working practices should be employed. To support collaborative working practices, Leidos Innovations UK Ltd commit to maintaining a robust framework of processes and tools for the successful initiation, management, improvement and development of these collaborative working relationships. The implementation of ISO 44001 is one of the collaborative working practices Leidos Innovations UK Ltd may opt to use to deliver a successful collaborative programme. All activity undertaken directly supports the Corporate Leadership Imperative to 'Build Effective Relationships.'

Once it has been established that formal and structured collaborative working is appropriate and advantageous to all parties, Leidos Innovations UK Ltd commit to implementing working practices and behaving in a manner that establishes and maintains a collaborative working environment appropriate for that business relationship.

This policy, in conjunction with the Leidos Innovations UK Ltd Collaborative Relationship Management Strategy for ISO 44001, outlines the company's commitment and expectations regarding the development and sustainment of collaborative working relationships. It identifies the responsibilities and implementation mechanisms available to further develop, encourage and support collaborative working.

This policy aligns with the requirements set out in the International Standard (ISO 44001) for Collaborative Business Relationships.

2. APPLICABILITY

This policy is applicable to all Leidos Innovations UK Ltd opportunities and programs once it has been established that formal and structured collaborative working is appropriate and advantageous to all parties and where there may be consideration for ISO 44001 to be adopted (please see QMAD-UK-4, the Leidos Innovations UK Ltd Collaborative Relationship Management Strategy for ISO 44001).

This policy applies to all Leidos Innovations UK Ltd employees irrespective of role or level working as part of those Leidos Innovations UK Ltd Opportunities and Programmes where collaborative working practices are appropriate and advantageous to all parties.

3. IMPLEMENTATION

Leidos Innovations UK Ltd uses a common framework of collaborative working processes and tools to support the successful initiation, management, improvement and development of collaborative working relationships.

These include:

- ▶ Leidos Innovations UK Ltd Collaborative Relationship Management Strategy for ISO 44001
- ▶ PRISM and the Mission Assurance Site, which are the Leidos Innovations UK Ltd corporate Business policy, CBRM process, continuous improvement and training repositories
- ▶ The Leidos Innovations UK Ltd Programmes and respective Joint Relationship Management Plans
- ▶ The Leidos Innovations UK Ltd business opportunity management lifecycle
- ▶ Goals and Objectives in Workday

4. RESPONSIBILITIES

4.1 SENIOR EXECUTIVE RESPONSIBLE (SER)

The SER supported by the CBRM management team is responsible for ensuring that this policy is applied to all Leidos Innovations UK Ltd Opportunities and Programs where collaborative working is appropriate and advantageous to all parties. In particular they are responsible for:

- ▶ Overseeing the implementation and maintenance of this policy, our objectives, and associated processes and practices
- ▶ Maintaining a working environment that encourages collaborative working to the level appropriate for that opportunity or programme
- ▶ Encourage all employees to be familiar with collaborative working as defined in QMAD-UK-4 the Leidos Innovations UK Ltd Collaborative Relationship Management Strategy for ISO 44001 and in line with the requirements of this policy
- ▶ Leading by example
- ▶ Actively promoting the benefits CBRM within Leidos Innovations UK and with external partners
- ▶ Commitment to Continuous improvement and identifying and supporting improvements to the CBRM management system

4.2 RELATIONSHIP MANAGERS & STEERING GROUP MEMBERS

Relationship Managers irrespective of role or level of working are responsible for the implementation of this policy on all programs where collaborative working practices are in place. In particular they are responsible for:

- ▶ Promoting the collaborative working requirements of this policy
- ▶ Behaving in a manner which encourages collaborative working and establishes a collaborative working environment
- ▶ Addressing any issues that arise that may prevent the implementation of this policy

4.3 ALL LEIDOS INNOVATIONS UK LTD EMPLOYEES

Employees irrespective of role or level working are responsible for the implementation of this policy on all Leidos Innovations UK Ltd UK Opportunities and Programs where collaborative working is in place. In particular, they are responsible for:

- ▶ Understanding the particular collaborative working requirements of the Leidos Innovations UK Ltd Opportunities and Programme they are working on
- ▶ Behaving in a manner which encourages collaborative working and established a collaborative working environment
- ▶ Alerting the relevant persons (team lead, supervisor or manager) to any issues arising that are preventing the implementation of this policy as required
- ▶ Identifying any areas for improvements to the Collaborative Business Relationships management system
- ▶ Identifying their own competencies in collaborative Business Relationships and areas to which they may require further information or training

4.4 QUALITY MANAGEMENT TEAM

Members of the Quality Management Team are responsible for ensuring that where this policy is applied it is adhered to in line with all the requirements set out in this document and/or those defined in QMAD-UK-4 the Leidos Innovations UK Ltd Collaborative Relationship Management Strategy for ISO 44001 and/or in line with the requirements of the specific Leidos Innovations UK Ltd opportunities and programs where collaborative working is appropriate and advantageous to all parties.