

PPE Clearance Board meeting minutes 14/07/20

Attendees

Melinda Johnson [REDACTED]
[REDACTED]

Aiya Technology HK Ltd: Cancellation of last 3 orders (endorsed)- [REDACTED]

Looking to cancel last 3 deliveries of a contract which was to provide [REDACTED] aprons. This equates to cancelling [REDACTED] through termination of convenience clause (one month notice required). This has the support of Emily Lawson and legal [REDACTED] advised that cancellation was within the rights of DHSC.

Melinda - will we get any money back?

[REDACTED] – Only the last [REDACTED] units will be cancelled (this has not been paid for yet)

Melinda - do they know we will cancel

[REDACTED] [REDACTED] they do not supply any other category, and so low risk. It was a new buy contract [REDACTED]
[REDACTED].

Melinda- will it jeopardise the ones we have?

[REDACTED] It shouldn't do, they have already produced them, they are ready to pick up.

[REDACTED] we don't need them, we have [REDACTED] aprons coming in over the next 8months, asked by [REDACTED] and Emily to see if we can cancel any- this is the only one where you have termination for convenience to utilise.

[REDACTED] - any penalty we could face?

[REDACTED] - no, we can just walk away, engaged with legal last week to make sure we are okay with this, and legal have provided the termination letter.

All agree future cancellations may not need to come to the board, but a process needs to be put in place so that all necessary parties are informed.

Actions- [REDACTED] to send the cancellation letter to [REDACTED] so that details can be shared with necessary parties when cancelling (commercial and finance colleagues must be sighted).