

## Appendix B

### LIA Laboratories Ltd

#### Terms & conditions of trading for the provision of Certification services

##### 1. General

The LIA Laboratories Ltd (“LIA Labs”) offers third party certification services (“Services”) in order for prospective and existing Clients to be able to demonstrate conformity of products to customers and end-users.

##### 2. Scope of Contract

- 2.1. This document, together with the quote, the quotation document, (when accepted and signed by the Client) and the terms of use of the LIA Labs logos and certification marks (“Terms of Use”) shall form the terms and conditions of Contract between the parties (“the Contract”).
- 2.2. No terms and conditions of the Client shall apply to the Contract.
- 2.3. This document describes the rights, responsibilities and duties of LIA Labs, and the business or organisation, as identified in the Contract (the “Client”), whose products subject to a valid certificate of conformance (“Certificate”) by LIA Labs.
- 2.4. The Certificate awarded by LIA Labs covers only those products/services manufactured and/or supplied and identified within the scope of the Client’s LIA Labs certificate and those placed on the LIA certification website.
- 2.5. The Client remains solely liable for any defect in its products, services or system and shall defend, protect and indemnify LIA Labs from any claim, liability and all defect, loss, cost, expense arising out of or in connection with the said products or System.

##### 3. IP Rights and Licences

- 3.1. The LIA Labs intellectual property rights, titles and interests in all service mark(s), trademark(s), certification mark(s) other names or logos, copyright works and inventions remain the property of LIA Labs and cannot be sold or licensed by the Client.
- 3.2. LIA Labs shall award a licence to the Client to use its certification mark(s) and logo(s) for the duration of this Contract when used in accordance with the applicable Terms of Use (as amended from time to time).
- 3.3. LIA Labs will audit the use of logos and/or marks. LIA Labs reserves the right to substitute or withdraw the right to use any or all logos, marks, certificates and audit documentation at any time in the event of non-compliance with the Terms of Use or should the Contract be terminated, for whatever reason.
- 3.4. Intellectual property rights, titles and interests in all service mark(s) trademark(s), other names or logos and copyright works belonging to organisations which formally approve LIA Labs to offer the Services or organisations working on their behalf (the “Accreditation Body(ies)”) shall remain the property of the respective organisations.
- 3.5. Use of the service mark(s) trademark(s), other names or logos and copyright works described in Clause 3.4 are governed by Standards and rules which are available from the Accreditation Body.
- 3.6. All claims and uses of the Accreditation Body’s service mark(s), trademark(s), other names or logos and copyright works must be in compliance with the requirements of the relevant Standards and rules.
- 3.7. The Client acknowledges the title of the Accreditation Body’s intellectual property rights and that the Accreditation Body shall continue to retain full ownership of the intellectual property rights and that nothing shall be deemed to constitute a right for the client to use or cause to be used any of the intellectual property rights.
- 3.8. LIA Labs reserves the right to use any information that is brought to its attention and to investigate any infringements of trademark(s), service mark(s) and intellectual property rights of the Accreditation Body.

##### 4. Obligations of LIA Labs

- 4.1. LIA Labs will appoint competent qualified staff to conduct assessments of the Client’s Product(s) or System(s) in accordance with the appropriate regulatory rules and procedures and LIA Labs requirements.
- 4.2. LIA Labs will issue non-conformance reports, if appropriate, after each assessment activity.
- 4.3. LIA Labs will issue a Certificate on successful completion of the initial certification assessment to the satisfaction of LIA Labs.
- 4.4. LIA Labs will carry out on-going audits as scheduled within the relevant scheme document.

## 5. Obligations of the Client

- 5.1. The Client agrees to comply with any conditions set by LIA Labs for the issue of a Certificate and recognises that LIA Labs has clear and explicit rights to revise the requirements of certification within the period of validity of the certificate.
- 5.2. The Client shall ensure that its Product(s) and/or System(s) complies with the current versions of the regulations and Standard(s) against which it is certified.
- 5.3. The Client shall make all necessary arrangements for the conduct of the evaluation and surveillance (if required), including provision for examining documentation and records, and access to the relevant equipment, location(s), area(s), personnel, and subcontractors.
- 5.4. The Client shall make all necessary arrangements to allow the participation of third party observers if requested by LIA Labs, in particular this will include Accreditation Body personnel and observers to witness FPC visits.
- 5.5. The Client recognises that:
  - a. Initial Certification will only be granted once all non-compliances are corrected.
  - b. On-going certification is reliant on continued compliance with the applicable Standard(s), regulations and rules of the relevant Accreditation Body, which may change from time to time, including the requirement to address any non-conformances to the satisfaction of LIA Labs in the specified time periods.
- 5.6. The Client shall inform LIA Labs promptly of any significant changes to its product(s), service(s), resources, management, System or any other circumstances, which may materially impact on the continued validity of its certification, for example but without limitation: change of site, additional sites, change of process, change of ownership, change of scope. In such circumstances the Client shall agree to the payment of any applicable additional fees and expenses deemed necessary for LIA Labs to assess the impact and maintain confidence in the Product(s) or System(s).
- 5.7. The Client agrees that information relating to its certification and scope of certification can be made publicly available by LIA Labs and the Accreditation Body.
- 5.8. The Client shall declare to LIA Labs any activity which may create a conflict of interest in relation to its Certified Product(s) or System(s).
- 5.9. The Client shall make all necessary arrangements for the investigation of complaints made either about the company or the company's products and/or Services.
- 5.10. The Client will abide by all brand usage guidelines issued with the Certification Approval.

## 6. Suspension or withdrawal of certification

- 6.1. LIA Labs shall be entitled to suspend or withdraw the Client's certification on 7 days' written notice (or with immediate effect in the case of urgent need) and reserves the right to make public the fact that such action has been taken when, in the reasonable opinion of LIA Labs:
  - a. the Client's acts, omissions or conduct bring or may bring LIA Labs, the Accreditation Body or its Standards into disrepute;
  - b. the Client represents, promotes or advertises any products or Systems which are outside the scope of its Certificate as Certified by LIA Labs;
  - c. the Client makes fraudulent misrepresentation or provides LIA Labs with any inaccurate or misleading information, which is not corrected within three working days on being notified by LIA Labs;
  - d. the Client is in material breach of any term of this Contract;
  - e. the Client is in breach of or is not subject to the requisite License Agreements, including any attributable to the Accreditation Body; or
  - f. the Client fails to maintain or demonstrate an effective System such that the confidence in the Certificate is adversely affected.
- 6.2. Where it considers it appropriate, LIA Labs may, at its sole discretion, inform the Client of its intention to suspend or withdraw certification and to allow the Client a reasonable opportunity to take corrective action, within such timescales as LIA Labs may reasonably specify, before the suspension or withdrawal takes effect.
- 6.3. In the event of LIA Labs withdrawal from accreditation or inability to continue to supply certification accredited by the respective Accreditation Body, LIA Labs will notify the Client within thirty (30) days of such withdrawal and the Certificates relating to the respective scope of the Accreditation Body will be suspended ipso facto within six (6) months after the date of withdrawal.
- 6.4. On suspension or withdrawal of certification the Client shall immediately cease to use any trademarks associated with LIA Labs and the Accreditation Body, or to sell any products that have previously been labelled or marked (or authorised labelling and marking) using the trademarks, and cease to make any claims that imply that they comply with the requirements for certification.
- 6.5. The Client shall advise all relevant existing customers of the suspension or withdrawal in writing within three (3) working days (or other period as determined by LIA Labs) of the withdrawal or suspension taking effect, and maintain records of that advice.
- 6.6. The Client shall, as requested by LIA Labs, either destroy all electronic and hardcopy Certificates relating to the certification and at its own expense remove all claims, service mark(s) trademark(s), other names or logos and copyright works from products, documents, advertising and marketing materials with immediate effect or return all such certification to LIA Labs.

The Client shall also cooperate with LIA Labs and its Accreditation Bodies to confirm that these obligations have been met and shall, if requested, confirm in writing the destruction or return of all such references or certificates by one of its directors.

## 7. Appeals and Complaints

Clients wishing to complain or appeal about the decisions of LIA Labs shall do so in accordance with the LIA Labs Complaints and Appeals Processes which may change from time to time and are available on request.

## 8. Terms and Conditions

This Contract constitutes the sole obligations to be undertaken by LIA Labs, and the sole rights and remedies of the Client.

## 9. Client Warranty

- 9.1 The Client hereby warrants and covenants with LIA Labs that it will at all times during the subsistence of the Contract comply with all reasonable requirements necessary for the issuance of the Certificate including (but without prejudice to the generality thereof) all statutes, rules, regulations issued by any statutory or other competent authority, all recommendations, codes and similar matters issued by any authority pursuant to which in compliance with which or for the purpose of which the Certificate is issued or such other reasonable requirements of LIA Labs as are necessary to enable the Certificate to be issued and maintained in force in accordance with the standards reasonably expected of accredited or competent certification.
- 9.2 The Client hereby warrants the completeness and accuracy of all documents and accuracy of all information supplied to LIA Labs for the purposes of the Contract, both at the time of supply and subsequently. The Client further warrants that in the event that it discovers that certain information provided is not accurate or complete, it will notify LIA Labs of this as soon as it becomes aware of it.

## 10. Fees

- 10.1. Fees are quoted for services agreed to be supplied pursuant to the Contract on the assumption that the information supplied by the Client was accurate and complete.
- 10.2. Fees include the cost of use of the LA Labs logo and, where agreed, the Accreditation Body logo.
- 10.3. Expenses and disbursements may be charged separately in accordance with the quoted terms.
- 10.4. Any service required or supplied additional to the agreed services will be charged at LIA Labs current rates at the time of supply of such services.
- 10.5. Fees may be reviewed and amended from time to time, normally but not exclusively on an annual basis.
- 10.6. Payment is due as per the stated terms on the invoice. Payment shall be made in full, without set off or deduction.
- 10.7. In the event that any payment is not made when due, LIA Labs reserves the right to charge interest (at the statutory rate on commercial debts then applicable) from the due date until payment in full, and/or suspend the provision of all Services and/or terminate the Contract (including suspension or withdrawal of the Certificate), without prejudice to LIA Labs other rights and remedies.
- 10.8. All fees and expenses quoted are exclusive of all taxes including but not limited to value added or sales tax, which will be charged at the current rate of the Country in which the services are supplied.

## 11. Termination

11.1. Either party may terminate the Contract:

**By notice**

Either party may give three (3) months written notice to the other and the Contract shall terminate upon expiry of said three month period.

or

**By default**

- a. Immediately upon either party being notified in writing by the other of any material breach of this Contract and the material breach not being remedied within fourteen (14) days from the date of receipt of said notification.
  - b. If either party goes into liquidation, receivership or an administrator is appointed for all or part of the undertaking thereof.
  - c. If either party ceases to trade, whether in whole or in part.
- 11.2. In the event of the Contract being terminated (except in the case of material breach by LIA Labs) the LIA Labs Certificate issued pursuant hereto shall immediately become invalid and the Client shall cease to be entitled to use the same or any logo or mark of LIA Labs and its Accreditation Body and shall destroy all electronic and hardcopy Certificates relating to the certification and at its own expense remove all claims, service mark(s) trademark(s), other names or logos and copyright works from products, documents, advertising and marketing materials with immediate effect. The Client shall confirm in

writing that these obligations have been met and shall provide full co-operation to enable LIA Labs and its Accreditation Body to carry out any verification activities necessary.

## 12. Liability

- 12.1. Subject to Clause 13.2 below the aggregate liability of LIA Labs, or its respective offices, representatives and employees, to the Client for all direct loss in contract, tort or otherwise arising out of or in connection with this Contract shall be limited to 150% of any payments made for the certification services.
- 12.2. Except in respect of death or personal injury caused by negligence of LIA Labs or fraudulent misrepresentation in respect of which liability shall be unlimited, LIA Labs shall not be liable to the Client for any loss of profit (whether direct or indirect), contracts or goodwill, loss or corruption of data or for any indirect, special or consequential loss or damage or any other claims for compensation whatsoever which arise out of or in connection with performance or non-performance of the Contract by LIA Labs.

## 13. Indemnity

- 13.1. The Client shall fully and effectively indemnify LIA Labs and keep LIA Labs indemnified against all loss of or damage to any property or costs, expenses, claims, actions, demands and liabilities arising from or caused by:
  - a. The use or misuse by the Client of any Certificate, licence, logo, service mark(s) or trademark(s) provided by LIA Labs in accordance with the Contract;
  - b. Any breach of the Contract by the Client;
  - c. Illness, injury or death to any personnel of LIA Labs, the Client, its subcontractors, suppliers or customers, together with any of their employees, agents or directors ("Client Group"), other than where due to the negligence of LIA Labs; and
  - d. Damage to or loss of property or equipment owned, leased or used by LIA Labs or the Client Group (except to the extent that LIA Labs has liability under the immediately preceding Clause (Liability))
- 13.2. The Client hereby acknowledges that a breach, default, non-compliance or non-observance by it of its duties and obligations owed under the Contract or otherwise may result in LIA Labs being in breach, default, non-compliance or non-observance of its duties, liabilities and obligations owed to third parties such that LIA Labs will be liable in damages or otherwise will sustain loss, costs or expense. Any such damages, loss, cost and expense are hereby agreed to be within the contemplation of the parties as being the probable results of any such breach, default, non-compliance or non-observance by the Client of its duties and obligations owed.

## 14. Force Majeure

LIA Labs shall not be liable in any respect should it be delayed or prevented from discharging its obligations under the Contract as a result of any matter beyond its reasonable control ("Force Majeure") and the time for performance shall be extended by the period of Force Majeure.

## 15. Confidentiality

Except as may be required by law or required by the Accreditation Body, LIA Labs and the Client will treat as strictly confidential and will not disclose to any third party without prior written consent of the other, any information which comes into their possession, the possession of their employees, agents or others by virtue of the Contract, provided that this Clause shall not extend to information which was rightfully in the possession of such party prior to the commencement of the negotiations leading to the Contract or which was already public knowledge or becomes so at a future date (otherwise than as a result of a breach of this Clause) or which is required to be disclosed by law. The foregoing obligations as to confidentiality shall survive any termination of the Contract.

## 16. Law

All matters arising out of or in connection with this Contract shall be governed in accordance with English Law and the parties submit to the jurisdiction of the English Courts.

## 17. Warranty

- 17.1. LIA Labs warrants that it will provide the services with reasonable care and skill.
- 17.2. Subject to the foregoing, all conditions, warranties, terms and undertakings, express or implied, statutory or otherwise, are hereby excluded to the fullest extent permitted by law.

## 18. Waiver of Remedies

Any delay or omission on the part of either party to exercise or avail itself of any right power or privilege that it has or may have hereunder shall not operate as a waiver of any breach or default by the other party. A right under this Contract may only be waived if in writing and signed by an authorised representative.

## 19. Entire Agreement

19.1. This Contract (as defined in Clause 2.1) supersedes all prior agreements, arrangements and undertakings between the parties and constitutes the entire agreement between the parties relating to its subject matter.

19.2. LIA Labs reserves the right to make variations to this Contract, by giving the Client not less than fourteen (14) days notice of the variation, with the Contract as varied applying immediately on the expiry of such notice.

## 20. Assignment

Neither party shall assign the Contract or any of its rights and obligations hereunder whether in whole or in part without the prior written consent of the other

## 21. Invalidity and Severability

If any provision of the Contract shall be found by any court or administrative body of competent jurisdiction to be invalid or unenforceable the invalidity or unenforceability of such provisions shall not affect the other provisions of the Contract and all provisions not affected by such invalidity or unenforceability shall remain in full force and effect. The parties hereby agree to attempt to substitute for any invalid or unenforceable provision a valid or enforceable provision which achieves to the greatest extent possible the economic legal and commercial objectives of the invalid or unenforceable provision.

## 22. Headings

Headings and numberings of Clauses are for ease of reference only and shall not affect the interpretation or construction of the Contract.

## 23. Notices

23.1. Any application, notice or any other communication, if it is made according to this Clause, shall be considered to be valid:

- a. If it is sent by pre-paid first-class mail, the second working day as from the date of delivery
- b. If it is delivered in person, in the moment of delivery in the address specified in this Contract
- c. If it is sent by fax, in the date of transmission, provided that a copy confirming the notification is sent on the same working date by pre-paid first-class mail in the manner established in this Clause; or
- d. If it is sent by e-mail, when received by the recipient in a legible way.

23.2. However, if the delivery is carried out in person or by fax or e-mail on a day that is not a working day, or after 4:00 p.m. on a working day, the notification shall be considered to be made on the following working day.

23.3. Any application, notice or any other communication, in the case that it is sent by mail, or delivered in person, or sent by fax, or sent by e-mail shall be addressed to the recipient using the contact details, which may change from time to time, details are available on request, or in any other address that the recipient could have notified in writing to the sender as the address for notifications.

## 24. Additional

24.1. The parties to the Contract are independent contractors and nothing in the Contract shall be deemed to place the parties in the relationship of employer/employee, principal/agent, partners or a joint venture.

24.2. The Contract (Rights of Third Parties) Act 1999 shall not apply to the Contract.