



Agreement for implementation of OPD-HCD™ team performance system

OPDI: OPD International Limited

These terms are publicly available: OPDI will present these terms, but it is expected the client will familiarise itself with them.

Preliminary actions:

1. Completed an OPDI Business Case.
2. Business case accepted by the Governance of the organization.
3. Business case and implementation plan accepted by the CEO and Senior Executive Team.
4. CEO and Senior Executive Team agree the OPDI Consultant to guide implementation.

Electronic contract acceptance: Acceptance of this agreement to be electronic.

Goals: Operational goals in implementing OPD-OPD™ agreed in discussions, proposal, and/or business case and accepted by the Senior Executive Team.

Contract period: Contract to be for period of 18 months. There after monthly.

Use or pay: There is significant upfront set-up costs. These are amortised over the first 12 months in the monthly fee. By accepting this contract, and payment of the first invoice is full and final acceptance, the client agrees to implement the system for a minimum of nine (9) months. If the client decides to terminate this contact within nine (9) months the client agrees to pay the monthly fee for the nine-month period (that is pay the agreed monthly fee, times 9, less any fees already paid).

Termination:

1. The contract cannot be terminated by either party during the first 6 months.
2. From months seven to end of month 18 either party can terminate with 3 months' notice in writing.
3. After the first 18 months either party may terminate by giving one months' notice.

OPD process: Implementation to be via the steps as summarised in the OPDI Implementation Plan.

Role of OPD consultant: The role varies depending on the size of the organization.

1. A small business (up to 9 or so staff) the consultant acts directly as a team leader becoming part of the leadership.
2. A medium business without a strategic HCM division (typically up to 120 staff) the consultant is the HCM facilitator for the leadership.
3. A corporate with a strategic HCM division the consultant is facilitator to the internal HCM resources who implement within the client.

Direct credit: All payments by direct automatic bank transfer into OPDI nominated bank account.

Payment in advance: Monthly payments are advance for the following month (taken as 4 weeks and 3 days if not calendar month).

No refunds: No refunds are given.

Confidentiality: All information pertaining to the operation of OPD-OPD™ and financial or operational information of the client is confidential and will not be shared with any third-party including sister or related or associated companies by either OPDI or the client. This clause is binding for two years after contract termination.

Maintenance of OPD-HCDIS™: The maintenance and administration of the OPD-HCDIS™ web site is done by OPDI via the assigned consultant. We will answer any query within 24 hours.

Delay in payment: Failure to pay on time will cause the implementation to be suspended until the payment received or an agreement reached as to when it will be received.