

Appendix 1Q – Glossary of Technical Terms

4:3 Aspect/Aspect Ratio The aspect ratio of an image is the ratio of its width to its height. It is commonly expressed as two numbers separated by a colon, as in 16:9. For an x:y aspect ratio, the image is x units wide and y units high. Widely used aspect ratios include 1.85:1 and 2.39:1 in film photography, 4:3 and 16:9 in television, and 3:2 in still camera photography.

AES67 – An open standard for high-performance AoIP interoperability between systems like Dante, Ravenna, and Livewire.

Air Speed Commercial links company

Airspeed Multichannel video server that helps you manage feeds, live acquisition, content production, and play-to-air demands

Ambient Microphone Any microphone that is set up for ambient miking (where the diffuse sound is greater than the direct sound). An ambient microphone is often, but not always, purposed with capturing ambient sounds (ie: crowd noise, distant sound and reverberation, room tone, and field ambience)

Ancillary Services Ancillary or supplementary include “computer software distribution, data transmissions, teletext, interactive materials, aural messages, paging services, audio signals, subscription video

AoIP (Audio over IP) – A technology for transmitting high-quality audio over standard IP networks using protocols such as Dante, Ravenna, or AES67.

ARC Aspect Ratio Conversion (16:9 to 4:3 or vice versa or other ratios)

Archive A collection of data moved to a repository for backup, to keep separate for compliance reasons or for moving off primary storage media. It can include a simple list of files or files organized under a directory or catalog structure (depending on how a particular program supports archiving)

Autocue A device which projects an enlarged image of a script on to a clear glass screen in front of a person speaking on television or in public, so enabling the speaker to read their speech while appearing to be looking at the viewers or audience.

AV Audio Visual

Avid Fastserve A server for media ingest, editing, and playout, integrating with Avid NEXIS storage and MediaCentral

Avid Nexis A nearline storage option that software-defined storage platform that enables storage virtualization for any media application

BAI The BAI is the former name of the regulator of broadcasting in Ireland.

Baseband A baseband signal is an original transmission signal that has not be modulated or has been demodulated to its original frequency. Most telecommunications protocols require baseband signals to be converted, or modulated, to a higher frequency so they can be transmitted over long

distances. In IP-based systems, baseband signals are increasingly encapsulated into IP packets for transport over data networks.

Betacam SP Obsolete ½ Analogue video tape

Black Level Video black level is defined as the level of brightness at the darkest (black) part of a visual image or the level of brightness at which no light is emitted from a screen, resulting in a pure black screen. Video displays generally need to be calibrated so that the displayed black is true to the black information in the video signal. The voltage of the black level varies across different television standards. PAL sets the black level the same as the blanking level"

Boundary Microphone A boundary microphone is a small omnidirectional condenser mic capsule positioned near or flush with a boundary (surface). It is commonly used to record full room sound by being mounted on a wall.

Broadcast Standard Standards published by regulating bodies such as SMPTE/ITU/ATSC/DVB etc. The standards are maintained by these bodies

C.A.R. Central Apparatus Room

Catch-up Service A system for watching TV programmes after they have been broadcast, using a computer, phone, etc. that is connected to the internet: Providers offer catch-up TV, so that people who miss a programme will be able to view it on demand.

CCU Camera Control Unit

Channel continuity In broadcasting, continuity or presentation is announcements, messages and graphics played by the broadcaster between specific programmes

Channel pools A group of assignable channels in Avid

Chromakey A digital technique by which a block of a particular colour (often blue or green) in a film or video image can be replaced by another colour or image, enabling, for example, a weather forecaster to appear against a background of a computer-generated weather map.

Clean feed A clean feed is a signal which has not come from the main output of the video switcher, such as the output of a vision mixer before the downstream keyer stage - the clean feed is identical to the main program output but without any captions keyed into it.

Cloud Server – A virtual server hosted in a cloud environment (e.g., AWS, Azure) used for media processing, MAM, storage, or remote control workflows.

Cluster A computer cluster is a set of loosely or tightly connected computers that work together so that, in many respects, they can be viewed as a single system. Unlike grid computers, computer clusters have each node set to perform the same task, controlled and scheduled by software.

CMOD OBU internal Web TV system

Coimisiún Na Meán – the regulating body of broadcasting in Ireland.

Colour Wash A "wash" is a general "fill" of light and colour evenly across the stage using lighting fixtures and coloured using coloured lighting gels. It's also known as a Fill.

Craft Edit Scope encompasses the entire post process including making finished videos. ... jockeying codecs and key frames, creating titles in 3D space, updating plug-ins, compositing and colouring programs, fixing mismatched version environments, exporting in 4K, and so on.

Crate Rack based equipment processor

Cross Talk Breakthrough of unwanted signals on main Signal

CRT Cathode Ray Tube

D10 The technology specified in SMPTE 356M is also known as D10 or D-10 and called IMX by Sony.

DA Distribution Amplifier

Dante – A proprietary AoIP protocol developed by Audinate, used to transport multichannel, low-latency audio over standard IP networks.

Dark Fibre A dark fibre or unlit fibre is an unused optical fibre, available for use in fibre-optic communication.

De-rig The removal of equipment or rigging. our customary derig of cables.

Digital Betacam Obsolete ½ inch digital video tape.

Digital Signage – The use of digital displays (screens or projectors) to present video, text, or multimedia content for informational or promotional purposes in public or institutional spaces.

Dirty Feed Dirty Feed – A broadcast signal that includes graphics, overlays, and captions. It is typically used for internal monitoring or playout where embedded visuals are needed

Diverse Path Route diversity is generally defined as the communications routing between two points over more than one geographic or physical path with no common points

DMS Document Management System

DTF-2 Obsolete legacy data tape.

DTV (Digital Television) – Refers to television systems that transmit audio and video using digitally processed signals, including DVB-T (terrestrial), DVB-S (satellite), and IPTV platforms.

Dual Port network The Dual-Port feature supports two physical ports. Each port is independent and can be independently configured. The server definition for each physical port is restricted to a unique TCP port number and subnet. These server restrictions allow isolated Local Area Networks (LAN) to be created for each physical port.

Dubbing The act or process of furnishing a film or tape with a new soundtrack or adding music, sound effects, etc., to an existing one

DVCam Obsolete cassette video tape

DVE Digital Video Effects

D-VITC Digital Vertical Interval Time Code

Early/Late Binding Subtitles Terms to describe methods off creating and storing/distribution of non-live and live subtitles

EBU European Broadcasting Union

EBU R103-2000 Technical Recommendation R103-2000 - Tolerances on "Illegal" colours in television

EBU R128 Tells how broadcasters can measure and normalise audio using Loudness meters instead of Peak Meters (PPMs) only, as has been common practice

Eir Vision TV and Broadband provider

Elastic Search – A distributed, open-source search and analytics engine designed for high-speed, scalable search across large media metadata sets or logs.

Embedded Audio When we talk about embedded audio in a SDI video signal, we refer to the digital audio that is included in the frame of the SDI digital video signal. That is, through a single cable or fibre, a video signal plus the audio signal associated with that video is transmitted.

EVS EVS Broadcast Equipment SA is a Belgian company that manufactures live, outside broadcast, digital video production systems.

Fabric Extender A fabric extender, the term marketed by Cisco, is basically a port extender as it is referenced in the developing IEEE 802.1Qbh (Bridge Port Extension).

Failover protection Failover is a backup operational mode in which the functions of a system component (such as a processor, server, network, or database, for example) are assumed by secondary system components when the primary component becomes unavailable through either failure or scheduled down time.

Fibre SFP (Small Form-Factor Pluggable) – A compact optical transceiver used to connect fibre network interfaces to switches, routers, and media converters.

Field Mapping – A technique in metadata management or database systems where fields in one system are aligned or translated to corresponding fields in another system, often used in ingest or MAM systems.

File-based A video file format is a type of file format for storing digital video data on a computer system. The coded video and audio inside a video file container (i.e. not headers, footers, and metadata) is called the essence.

Firewall A protection (for a network or system) to prevent unauthorized access

Gallery Operational control room from which live or recorded programming is directed. In IP-based workflows, this includes software-based routing, multiviewers, and NMOS-controlled devices.

GPI General Purpose Interface. A simple trigger interface used to send or receive on/off signals between equipment (e.g., to control tally lights, trigger effects, or switch inputs).

Green Screen See chromakey

GUI (Graphical User Interface) – A visual interface that allows users to interact with software applications using graphical elements such as windows, buttons, and icons.

H.264 or MPEG-4 Part 10 MPEG-4 AVC Part 10/H.264 - Advanced Video Coding (AVC), also referred to as H.264 or MPEG-4 Part 10, Advanced Video Coding (MPEG-4 AVC), is a video compression standard

HDMI High Density Multimedia Interface (High Definition interface/cabling)

HEANET Irelands National education and research network

HOO (House of the Oireachtas) – The national parliament of Ireland. In broadcasting, often used to refer to the client or authority managing the parliamentary broadcasting service.

HYBRID Hybrid seeks the middle ground of an “and” vs. an “or” world.

ICT ICT (Information and Communications Technology) – The integration of telecommunications, computing, and AV systems used in the management and production of broadcast content.

IFB International Fold Back (talk back or question channel)

Ingest Server A server with data capture/recording functionality. A network-connected server used for capturing video and audio feeds, either via SDI or IP (e.g., SMPTE 2110, SRT), storing them for immediate or scheduled editing and playout.

IP-Based Production – A workflow model in which audio, video, and control signals are routed over standard IP networks rather than traditional SDI or baseband infrastructure, enabling remote operations and virtualized control rooms.

IPTV (Internet Protocol Television) – Television delivered over IP networks, typically managed within a closed network (e.g., hotel systems or telco services), unlike OTT which is open to the internet.

Iris On a digital camera iris is an adjustable aperture used to control the amount of light coming through the lens. The more the iris is opened, the greater the amount of light it lets in and the brighter the scene will be.

ISDN Integrated Services Digital Network (Dial up 64Kbit circuit used for Talkback)

ISL Irish Sign Language. One of the official languages of Ireland, used to provide signed access to broadcast content for the deaf and hard-of-hearing communities

Isolation Booth An isolation booth is a standard small room in a recording studio, which is both soundproofed to keep out external sounds and keep in the internal sounds, and like all the other

recording rooms in sound industry, it is designed for having a lesser amount of diffused reflections from walls to make a good sounding room.

ITU-R BT.601-5 Studio Encoding Parameters of Digital Television for Standard 4:3 and Widescreen 16:9 Aspect

Keyframe In media production, a key frame or keyframe is a location on a timeline which marks the beginning or end of a transition. It holds special information that defines where a transition should start or stop

KPI Key Performance Indicator

Krone Block – A type of telecommunication terminal block used for distributing analog audio, control signals, or telephone lines in broadcast and AV installations.

KVM Keyboard Video Mouse

KVM Matrix Digital KVM matrix switches let you operate multiple computers over multiple consoles (consisting of display, keyboard & mouse). The systems consist of three components: ... Computer modules, which forward signals from computers to the matrix. User modules to connect the consoles on which users work and the central switch.

LED A type of LCD television that uses light-emitting diodes (LEDs) to backlight the display instead of the cold cathode fluorescent lights (CCFLs) used in standard LCD televisions. LED TVs are more formally known as LED-backlight LCD television.

Legacy Material Media that is considered old and outdated, such as radio, television

Linear key A Luminance key with specific Clip values of 50% and Gain of 100%. The purpose is that the key will perfectly reflect the incoming key signal.

Linux – An open-source operating system commonly used in servers, broadcast appliances, and MAM systems for stability and flexibility.

LiveOS – A production environment or broadcast platform that runs entirely using virtualized infrastructure and IP workflows, allowing remote or cloud-based switching, mixing, and playout.

Live Subtitling With Live Subtitles, text is entered live and in real-time

Locked off A locked-off camera is a stationary camera that is set up to capture a specific part of the scene and is usually unmanned

Loop Recording The process of recording media continuously.

LTO-4 Released in 2007 -Linear Tape-Open (LTO) is a magnetic tape data storage technology originally developed in the late 1990s as an open standards alternative to the proprietary magnetic tape formats that were available at the time.

LTO8 Released in 2017 -Linear Tape-Open (LTO) is a magnetic tape data storage technology originally developed in the late 1990s as an open standards alternative to the proprietary magnetic tape formats that were available at the time.

Luma Key Luminance keying is setting the brightness level, and all brighter or darker pixels from the set level are turned off and will be transparent. A second clip or image can be inserted behind to show where the pixels have been turned off.

MAM M.A.M. (Media Asset Management) – A system for organizing, tagging, storing, and retrieving video, audio, and related media files, often with metadata integration.

Media Gateway – A device that converts traditional SDI or AES signals to IP (e.g., SMPTE 2110) and vice versa, facilitating hybrid infrastructure setups.

Media Player – A software or hardware-based device used to decode and play media content such as video, audio, or image files, often integrated in OTT platforms or used with streaming services.

Metadata – Descriptive or structural data about media assets, including speaker names, session times, topics, technical format, rights, and categorization.

Middleware Computer software that provides services to software applications beyond those available from the operating system. ... Middleware makes it easier for software developers to implement communication and input/output, so they can focus on the specific purpose of their application.

Mirrored Disk mirroring is a technique used to protect a computer system from loss of data and other potential losses due to disk failures. In this technique, the data is duplicated by being written to two or more identical hard drives, all of which are connected to one disk controller card.

Monaural Monaural or monophonic sound reproduction (often shortened to mono) is sound intended to be heard as if it were emanating from one position. ... Monaural recordings, like stereo ones, typically use multiple microphones fed into multiple channels on a recording console, but each channel is "panned" to the centre.

Multimode fibre In optical fibre technology, multimode fibre is optical fibre that is designed to carry multiple light rays or modes concurrently, each at a slightly different reflection angle within the optical fibre core.

Multiviewer A multi-view processor is a video processor that takes multiple video sources and outputs them to a single display.

MXF OP1A MXF Operational Pattern 1a (OP1a) Description. Operational Pattern (OP) for a file with a single playable essence comprising a single essence element or interleaved essence elements, i.e., the content may consist of multiple, interleaved tracks of picture and sound.

NDI (Network Device Interface) – A proprietary protocol developed by NewTek that allows video systems to communicate over IP in a compressed format, commonly used in smaller-scale or hybrid productions.

NMOS (Networked Media Open Specifications) – A set of open standards developed by AMWA that enables automatic discovery, connection, and control of IP-based media devices (used with SMPTE 2110 networks)

OB Point Outside Broadcast Point

On-demand video Video on demand (display) (VOD) are systems which allow users to select and watch/listen to video or audio content when they choose to, rather than having to watch at a specific broadcast time

Open Source BPS (Broadcast Processing Software) – Refers to customizable broadcast workflow software (e.g., ingest, playout, transcoding) based on publicly available code that can be adapted or extended.

OTT (Over-the-Top) – A method of delivering video, audio, and other media content over the internet directly to users, bypassing traditional broadcast or cable platforms. Examples include Netflix, YouTube, and broadcaster-owned players.

P.A.M. Production Asset Management

Patchbay A patch panel, patch bay, patch field or jack field is a device or unit featuring a number of jacks, usually of the same or similar type, for the use of connecting and routing circuits for monitoring, interconnecting, and testing circuits in a convenient, flexible manner.

Pattern Mask Masking is a tool in post that allows you to target effects to a specific area or section of your video clip. It also allows you to cut out something or even place something on top of your video. That means, if you want to combine two clips into one, you can. You just have to mask the videos.

Petasite The brand name of a tape library system manufactured by Sony Electronics. Designed for digital content management, data backup and enterprise data storage applications

PIP Picture in Picture; One program (channel) is displayed on the full TV screen at the same time as one or more other programs are displayed in inset windows.

POTS Abbreviation for plain old telephone service

PPM Unit A peak programme meter (PPM) is an instrument used in professional audio that indicates the level of an audio signal.

PST/PGM Preset/Programme; Vision mixers have one bus (row of inputs) that is always the program bus, the second main bus being the preview (sometimes called preset) bus.

PTP (Precision Time Protocol) – A time-synchronization standard (IEEE 1588) critical for IP-based audio/video networks, especially those using SMPTE 2110, to maintain sync across devices.

PTZ (Pan-Tilt-Zoom) Camera – A remote-controlled camera that can be panned, tilted, and zoomed, used in studios, chambers, and field setups for flexible camera operation.

QC Quality Control

RAID RAID (Redundant Array of Inexpensive Disks or Drives, or Redundant Array of Independent Disks) is a data storage virtualization technology that combines multiple physical disk drive components into one or more logical units for the purposes of data redundancy, performance improvement, or both. RAID 0 – striping RAID 1 – mirroring RAID 5 – striping with parity RAID 6 – striping with double parity RAID 10 – combining mirroring and striping

Raw storage Raw storage is the storage represented by the drives themselves. Usable is what is presented by the RAID controller to the system.

Resilience Resilience is a combination of protective factors that enable operators to adapt in the face of equipment or system breakdown

Resource management tasks In computer programming, resource management refers to techniques for managing resources (components with limited availability). ... On many systems the operating system reclaims resources after the process makes the exit system call.

Reverberation time The time required for the sound to “fade away” or decay in a closed space. ... Reverberation reduces when the reflections hit surfaces that can absorb sound such as curtains, chairs and even people. The reverberation time of a room or space is defined as the time it takes for sound to decay by 60dB.

RF system Radio Frequency Internal wired Cable TV system

Rich Media New media that offers an enhanced experience relative to older, mainstream formats. Information.

RS422 A high speed and/or long-distance data transmission.

SAN A Storage Area Network (SAN) is a specialized, high-speed network that provides block-level network access to storage. SANs are typically composed of hosts, switches, storage elements, and storage devices that are interconnected using a variety of technologies, topologies, and protocols.

Saorview Ireland's free (free-to-air) national digital television service.

Server A dedicated device or virtual machine for storage, playout, or media processing. IP systems often virtualize these services and allow remote orchestration.

Set-Top Box (STB) – A device that receives digital signals and converts them for display on a television, typically used for IPTV, OTT, or digital terrestrial reception.

SDN (Software Defined Networking) – A networking approach that allows centralized, programmable control of data flow across IP networks, useful in managing real-time media streams in broadcast environments.

Sky Formerly marketed as Sky Digital, Sky is the brand name for Sky PLC's United Kingdom digital satellite television and telecommunications services.

SMPTE ST 2110 – A suite of standards from SMPTE that defines how to send digital video, audio, and ancillary data over IP networks in real-time, uncompressed format, commonly used in broadcast production environments.

Spotter cameras CCTV Camera

SQL Database SQL (pronounced "ess-que-el") stands for Structured Query Language. ... SQL statements are used to perform tasks such as update data on a database or retrieve data from a database. Some common relational database management systems that use SQL are: Oracle, Sybase, Microsoft SQL Server, Access, Ingres, etc.

SRT (Secure Reliable Transport) – An open-source protocol that delivers secure, low-latency video streams over unreliable networks such as the public internet.

SSD Solid State Drive.

Supremo Server – A proprietary or named server often used for control access or remote desktop protocol (RDP) functions. Refers to secure, centralized control access in a broadcast system.

Tablet A tablet, or tablet PC, is a portable computer that uses a touchscreen as its primary input device.

Tagged File – A media file that includes metadata embedded or attached for identification, categorization, or automation purposes. Tags may include speaker names, timestamps, language codes, or event markers.

TB A Terabyte (TB) is a measure of computer storage capacity that is defined as 1,024 gigabytes (GB), while a petabyte consists of 1,024 TB

Topology A network topology describes the arrangement of systems on a computer network. It defines how the computers, or nodes, within the network are arranged and connected to each other. Some common network topologies include star, ring, line, bus, and tree configurations

Transcode To convert from one form of coded representation to another

Virgin Media Broadband, television and home phone provider

Virtualised In computing, virtualization refers to the act of creating a virtual (rather than actual) version of something, including virtual computer hardware platforms, storage devices, and computer network resources. Server virtualization is the most active segment of the virtualization industry featuring established companies such as VMware, Microsoft, and Citrix. With server virtualization one physical machine is divided many virtual servers

VMware VMware's software allows users to create multiple virtual environments, or virtual computer systems, on a single computer or server

VM (Virtual Machine) – A software-based emulation of a physical computer that runs on a hypervisor. Common in modern broadcast control systems to virtualize servers and reduce hardware.

Vodafone Broadband, television and home phone provider

VPN A virtual private network (VPN) extends a private network across a public network and enables users to send and receive data across shared or public networks as if their computing devices were directly connected to the private network.

Workstation A high-performance computer system that is basically designed for a single user and has advanced graphics capabilities, large storage capacity, and a powerful microprocessor (central processing unit).

XDCAM HD422 XDCAM products record and play back high definition video with 1920 x 1080 and 1280 x 720 resolutions using MPEG HD422 compression, which employs MPEG-2 4:2:2P@HL compression technology. Data rates of up to 50 Mbps are used for recording,

Schedule Q – Definitions and Interpretations

“Assets Register” means an inventory of the Equipment to be maintained by the Service Provider on behalf of the Contracting Authority, the first of which is agreed as set out in Schedule O.

“Back-Up Team Staff” means members of the Service Provider’s wider organisation that will substitute for Full-Time Staff during periods of holiday, sickness, unavailability or extended leave or for any other reason as agreed between the Parties.

“Business Day” means a day (other than a Saturday or Sunday) on which clearing banks are generally open for business in Ireland.

“Call Out Hours” mean hours other than during a Year as required when proceedings of the Houses of the Oireachtas or Committees are taking place.

“Change Request Procedure” means the change request procedure set out in Special Condition 6 of the Services Contract.

“Confidential Information” means the information referred to in Clause 9 of the Service Contract.

“Content” means the Essence (physical and/or electronic) and Metadata (physical and/or electronic) owned by the Contracting Authority as a result of the previous televising of the proceedings of the Houses of the Oireachtas and Committees to the extent that it exists on the Effective Date and as created by the Service Provider under this Agreement.

“Content Service” means that part of the Services to be provided by the Service Provider consisting of (a) the provision of Content as a live feed signal to the Service Outputs of designated broadcasters; (b) recording Content to the standards as requested by the Contracting Authority; and (c) maintaining a complete parliamentary audio-visual Archive.

“Contracting Authority Broadcast Manager” (“Broadcast Manager”) means such person as may be notified in this regard to the Service Provider by the Contracting Authority.

on the Effective Date, the agreements set out in Schedule C, and any additional agreements as the Parties may agree during the Term.

“Disclosing Party” means, for the purposes of Clause 9, the Party which disclosed or granted access to its Confidential Information to the other Party.

“Effective Date” means the date on which the Service Provider commenced providing the Services under this Agreement, being 01 January 2016.

“Equipment” means the equipment identified at Schedule O together with any additional equipment added to the Assets Register from time to time by agreement of the Parties.

“Essence” means the visible images (including moving and still), audible and ancillary (including textual) data owned by the Contracting Authority as a result of previous televising of the proceedings of the Houses of the Oireachtas or Committees to the extent that such images and data exist on the Effective Date and as created by the Service Provider under this Agreement through its creation of such images or data.

“Fees” shall have the meaning of the annual fees payable by the Contracting Authority in consideration for the performance of the Service Provider’s obligations, including the provision of the Services under this Agreement as set out in the Pricing Schedule at Appendix 2.

“Force Majeure” shall bear the meaning given to it in Clause 10 of the Service Contract.

“Handling Fee” means the fee payable to the Service Provider by the Contracting Authority in consideration for certain of the Services relating to technical consumables and certain third-party supplied services, which is calculated in accordance with the Pricing Schedule at Appendix 2.

“Internal Clients” means Members of the Houses of the Oireachtas, their staff and the staff of the Houses of the Oireachtas.

“Intellectual Property Rights” means any and all copyright, patents, registered designs, trademarks, drawings, utility models, design rights, business ideas, concepts, inventions, rights of extraction and utilisation relating to databases, database rights, sui generis rights, trade secrets, technical information, know-how, semi-conductor topography rights, goodwill and all other intellectual property and associated rights including but not limited to any and all moral rights and all other intellectual property rights of a similar or corresponding nature whether registered or not, or capable of registration or not, and including all applications anywhere in the world and the right to apply for any of the foregoing rights.

“Maintenance Management System” (“MMS”) means the multi-user, IT-based system in which records relating to the Services provided in respect of the Equipment shall be recorded and stored, including those relating to the Assets Register, the condition of the Equipment, and the maintenance work carried out by the Service Provider on the Equipment as part of the Services.

“Metadata” means the cataloguing and descriptive data owned by the Contracting Authority to the extent that such images and data exist on the Effective Date as well as any cataloguing and descriptive data created by the Service Provider under this Agreement, including but not limited to tape and other media identifiers, contents and positional information, rights information, storage location information and event-, participant-, subject- and other attribute-information.

“Normal Working Hours” means 09.00 to 18.00, Monday to Friday when the Houses of the Oireachtas are not sitting, or when the Houses or Oireachtas Committees are meeting from one hour before live broadcasting commences until live proceedings end, excluding public holidays in Ireland.

“Oireachtas Broadcasting Unit” (“OBU”) means the section of the Office of the Houses of the Oireachtas responsible for the provision of production, broadcasting, support and related services for the broadcasting of the proceedings of the Houses of the Oireachtas and Oireachtas TV.

“Part-Time Staff” means members of the Service Provider’s team other than Full-Time Staff used by the Service Provider to provide the Services.

“Premises” means Leinster House or otherwise in the Dublin 2 area of which the Contracting Authority has possession for the time being for the purposes of accommodating the Members of the Houses of the Oireachtas, their staff and/or staff of the Houses of the Oireachtas or any other place where the Houses of the Oireachtas, their staff and/or staff of the Houses of the Oireachtas may from time to time decide.

“Quality Management System” (“QMS”) means the system described in the Specification of Requirements as may be varied by agreement between the Parties from time to time.

“Resource Management System”, (“RMS”) means the system described in the Specification of Requirements as may be varied by agreement between the Parties from time to time.

“Rules of Coverage” means such rules of coverage for the televising of parliamentary proceedings as are adopted from time to time by the Joint Committee pursuant to Standing Orders of the Dáil and Seanad respectively, and notified to the Service Provider by the Contracting Authority detailed in Schedule M of Part B.

“Service Credits” means the amounts (detailed in Special Condition 11 of the Service Contract) payable by the Service Provider to the Contracting Authority in the event of a Service Failure in respect of the Service Provider's failure to meet the corresponding Service Levels;

“Service Failure” means a failure by the Service Provider due to its negligence or breach of its obligations under this Agreement to provide the Services in accordance with the Service Levels.

“Service Levels” means the levels and standards to which the Content Services are to be provided by the Service Provider as set out in Special Condition 11.2 of the Service Contract.

“Service Outputs” means those destinations receiving video, audio, ancillary components of the Services and related Metadata of the service as live feeds.

“Service Provider Account Manager” (“Account Manager”) means such person as may be notified in that regard to the Contracting Authority by the Service Provider.

“Service Provider Staff” means the employees, agents and independent contractors which the Service Provider and permitted sub-contractors use to perform the Services, and includes Part-Time Staff, Back Up Staff, Full-Time Staff and temporary day staff.

“Services” means the services described in the Specification of Requirements, and any changes to the Services as may be agreed between the Parties from time to time in accordance with the Change Request Procedure. For the avoidance of doubt, the Services shall include the Content Service.

“Sitting Day” means a day that the Dáil, Seanad or Committee are in session, as the context may require.

“SLA” A service-level agreement (SLA) is a contract between a service provider and its customers that documents what services the provider will furnish and defines the service standards the provider is obligated to meet. These include, on the Effective Date, the agreements set out in Schedule C, and any additional agreements as the Parties may agree during the Term.

“Sound Contractor” means the contractor responsible for operation and maintenance of the sound acquisition, recording, editing, replay and archiving system used in the Premises.

“Stock” means physical media including but not limited to data, video and audio tapes, DVD's, optical discs, magnetic discs, labels, boxes and paper.

“Term” means the term of the Agreement as provided for in the RFT, that being of an initial period of three (3) years the “Initial Term”. The Contracting Authority reserves the right to extend the term for a period of up to one year, with a maximum of two such extensions on the same terms and conditions subject to the Contracting Authority's obligations at law.

“Third Party Service Provider” means a third-party service provider or supplier to the Contracting Authority, an illustrative list of which, as of the Effective Date, is set out in Schedule C.

“Third Party Services” means any services provided by a Third-Party Service Provider.

“Unscheduled Events” means (1) special sittings of the Houses of the Oireachtas and (2) sittings of the Houses of the Oireachtas or their Committees during scheduled recess weeks and (3) sittings of Committees and/or the Houses outside of Dublin.

“Year” means a calendar year of the Term, beginning on 1 January and ending on 31 December;

“Year 1” shall mean 1 January 2016 to 31 December 2016, “Year 2” shall mean 1 January 2017 to 31 December 2017 and other years of the Term shall be denoted accordingly.