



## ACCREDITATION SCHEME FOR CALIBRATION LABORATORIES

### FEE STRUCTURE

#### **1. Application fee for first accreditation and renewal of accreditation:**

Application fee should be submitted with the completed application form. The application fee covers the cost of the process of evaluation of applicants' readiness for accreditation, and other administrative costs involved in processing of applications. The application fee is nonrefundable. (Processing of the application will start only after effecting the application fee by the Calibration Laboratory)

Mechanical up to 2 subgroups	LKR 50 000
For each additional subgroup under the field of Mechanical	LKR 10 000
Application Fee for each other Fields (Electro-technical, Thermal, Fluid flow, Optical, Radiological)	LKR 50 000

(Please see Note 01)

#### **2. Application fee for scope extension/new field of accreditation:**

Scope extension within the accredited field of Calibration	LKR 10 000
Scope extension for New field of Accreditation	LKR 50 000

(Please see Note 01)

#### **3. Pre-assessment and Initial-assessment fee:**

Pre-assessment and initial assessment are required for the grant of accreditation under the accreditation criteria and the client will be charged according to the assessor man-days required to carry out the assessment.

	<b>Assessor man day charge</b>
Calibration laboratories operate in Sri Lanka	LKR 10,000
Calibration laboratories operate in SAARC countries	USD 275
Calibration laboratories operate in other countries	USD 400

(Please see Note 02)

#### **Local Assessments**

Transportation and lodging expenses of assessment team, will be either charged separately or the client has the option to arrange as per the assessment plan.

#### **Foreign assessments**

Following expenditure to be borne by the Calibration Laboratory.

- Airfare & Transport (Assessors home to airport & local travel related to assessment)
- Accommodation and meals of the assessment team

(Please see Note 03)

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#### **4. Annual Accreditation fee:**

Annual Accreditation Fee for each field to be paid annually from the date of accreditation, as given below.

<b>Number of items calibrated per year</b>	<b>Below 500</b>	<b>Between 500 and 2000</b>	<b>Above 2000</b>
Up to 06 calibration methods per field of calibrations	LKR 80 000	LKR 100 000	LKR 150 000
Each calibration method above 06 in the same field of calibrations	LKR 1 000	LKR 1 500	LKR 2 000

(Please see Note 01)

#### **5. Surveillance and Re-assessment fee:**

Generally, one surveillance assessment will be carried out per year. Re-assessment will be carried out once in 3 years. Assessment charges for surveillance assessment and re-assessments will be charged according to assessor man-days required to carry out assessment.

	<b>Assessor man day charge</b>
Calibration laboratories operate in Sri Lanka	LKR 10,000
Calibration laboratories operate in SAARC countries	USD 275
Calibration laboratories operate in other countries	USD 400

(Please see Note 02)

#### **Local Assessments**

Transportation and lodging expenses of assessment team, will be either charged separately or the client has the option to arrange as per the assessment plan.

#### **Foreign assessments**

Following expenditure to be borne by the Calibration Laboratory.

- Airfare & Transport (Assessors home to airport & local travel related to assessment)
- Accommodation and meals of the assessment team

(Please see Note 03)

#### **6. Certificate of Accreditation:**

A Calibration Laboratory will be issued with one certificate of accreditation.

Each additional copy will be charged

LKR 5 000

(Please see Note 01)

#### **7. Local Calibration Laboratories with Foreign Accreditation**

If the assessment is conducted in Calibration Laboratory operating in Sri Lanka on behalf of foreign accreditation body, fees relevant for foreign assessment will apply.

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## NOTES

### Note 01

In case of foreign Calibration laboratories, fee will have to be paid in USD calculated as per the prevailing exchange rate.

### Note 02

A sum calculated as 40% of the total assessor man-day charge (assessor man day charge multiplied by the number of assessors) will be charged separately as administrative expenses subject to a minimum of LKR 10 000.

### Note 03

#### Local Assessments

If travelling is on previous day/ day after the assessment and the travel time is between 03-06 hrs, additional fee for 01 man day per assessor or if the travel time is more than 06 hrs, additional fee for 02 man days per assessor will be added to the assessment fee.

#### Foreign Assessments

All expenses of air travel, visa, airport taxes, transport, meals & lodging of assessment team and any additional charges from local authorities will have to be arranged by the Calibration Laboratory.

### Note 04

All fees are subjected to applicable Taxes.

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