



ACCREDITATION SCHEME FOR CERTIFICATION BODIES
FEES STRUCTURE - CERTIFICATION BODIES OF SYSTEMS

1. Application fee:

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.

Up to 10 Scope Sectors;	
Application fee	LKR 50 000
Each additional scope, above 10 sectors	LKR 10 000
Reapplication	LKR 50 000
Additional Scheme, up to 10 Scope Sectors	
Application fee	LKR 40 000
Each additional scope, above 10 sectors	LKR 10 000
Re-application	LKR 40 000
Scope Extension, each scope	LKR 10 000
Extension to Critical Locations	LKR 40 000

2. Pre-assessment and Initial-assessment fee:

Pre-assessment and initial assessment are required for the grant of accredited status under the accreditation criteria and the client will be charged according to the assessor man-days required to carry out the assessment. In case of local assessments, transportation and lodging expenses of assessment team, if required will be charged separately on actual basis or the client has to arrange as per the assessment plan. For foreign assessments, apart from the assessor man day charge, please refer Note 5 for the allowance paid per day for assessors to cover accommodation, meals etc. Airfare and transport (international and domestic) to be borne by the client.

Assessor man day charge	LKR 15 000 (USD
200 for SAARC countries and USD 400 for other countries)	
Assessor man day charge for assessments conducted in Sri Lanka	USD 200
for foreign accreditation bodies	
Assessment fee (Technical & Administration costs)	(See Notes 1 and 2 below)

3. Accreditation fee:

An annual fee to be paid from the date of accreditation based on the number of certified clients covered by the scope of accreditation granted during the previous year under each certification scheme as detailed below.

Number of certified clients	First certification scheme	Each additional scheme
Up to 50	LKR 150 000	LKR 100 000
Above 50	LKR 1 500 per certified client	LKR 1 200 per certified client

Each Critical Location including/excluding decision making LKR 50 000

4. 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 assessments and re-assessments will be charged according to assessor man-days required to carry out assessment. Other charges as in Clause 2 will also apply, as necessary.

Assessor man day charge 200 for SAARC countries and USD 400 for other countries)	LKR 15 000 (USD
Assessor man day charge for assessments conducted in Sri Lanka for foreign accreditation bodies	USD 200
Assessment fee (Technical & Administration costs)	(See Notes 1 and 2 below)

5. Certificate of Accreditation:

A Certification body will be issued with one certificate of accreditation.

Each additional copy will be charged LKR 2 000

Note 1: 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 assessment fee to cover the technical and administrative expenses, subject to a minimum of LKR 20 000.

Note 2: In case of local assessments, if travelling is on other day and the travel time is between 03-06 hrs, additional fee for 01 day or above 06 hrs, additional fee for 02 days as applicable shall be added to the assessment fee calculated in Note 1.

Note 3: Taxes will be charged as applicable to date.

Note 4: The fees given in USD are applicable for foreign clients. The total fee shall be converted to USD and any banking charges incurred by the client during transactions shall be added.

Note 5: Allowance for assessors (refer next page for category of Countries)

Category of Countries	1 st Category (USD)	2 nd Category (USD)
1	275	245
2	335	305
3	405	355
4	475	415
5	605	495

a) The first category consists of assessors who draw an initial monthly salary of LKR 36,755/-;

b) The allowance should be calculated in accordance with the number of full days from the time of departure from Island and to the time of arrival. If the balance time is not less than 12 hours, it should be treated as a full day.

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Category of Countries	Countries			
1	Afghanistan Albania Algeria Azerbaijan Bahamas Belarus Barbados Belize Bhutan Bolivia Bosnia Botswana Burundi Cambodia	Canary Island Capeverde Cooks Island Domenica El Salvador Ethiopia Equatorial Gabon Gambia Gibraltar Guam Kiribati Lao Peoples Dem. Rep. Lesotho	Liechtenstein Macedonia Rep. Malawi Malta Mauritania Mongolia Montenegro Myanmar Namibia Nauru Netherlands Anti. Nicaragua Palau	Paraguay Samoa Sao Tome & Prince Serbia Sierra Leon Solomon Island Somalia Tanzania Swaziland Tajikistan Tunisia Uganda Uzbekistan
2	Antigua Barbuda Armenia Argentina Bulgaria Bangladesh Brunei Cameroon Cote d'Ivoire Costa Rica Ecuador	Fiji French Guiana Guyana Grenada Georgia Guatemala Greenland Guinea -Bissau Hawaii Haiti	Honduras Ireland Iraq Jamaica Korea Dem. Rep. Liberia Mexico Micronesia Fed. Monaco Mozambique	Papua New Guinea Suriname Yemen Rep. Yugoslavia Tahiti Tonga Vanuatu
3	Bahrain Chile Cyprus Egypt Arab Rep. Estonia Guinea Hungary Indonesia Iran Islamic Rep. Kenya Kuwait Lithuania	Madagascar Mauritius Malaysia Maldives Morocco Macedonia Rep. Nepal Oman Pakistan Panama Peru Philippines	Poland Quarter Romania Rwanda Saudi Arabia Slovenia Syrian Arab Rep. South Africa St. Lucia Sudan Thailand Togo	Trinidad & Tobago Uruguay Ukraine Venezuela Vietnam Zaire Zambia Zimbabwe
4	Belgium Benin Burkina Faso Comoros Central African Rep. Colombia Congo Croatia Cuba	Czech Republic Dem. Rep. of Congo Djibouti Greece Iceland India Ivory Coast Jordan Kazakhstan	Latvia Lebanon Luxemburg Mali New Caledonia Nigeria Portugal Slovak Rep. Spain	Taiwan Turkey United Arab Emirates
5	Angola Australia Austria Brazil Canada Chad China (Beijing) Denmark	France Germany Finland Hong Kong Israel Italy Japan Libya	Netherland New Zealand Niger Norway Russia Senegal Sweden Seychelles	Singapore South Korea Switzerland United Kingdom USA

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