



RECOGNITION SCHEME FOR GOOD LABORATORY PRACTICES

FEE STRUCTURE

1. Application fee for first recognition and renewal of recognition:

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 recognition, 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 laboratory)

Application fee for the first two fields of studies	LKR 50 000
Each Additional field of study	LKR 10 000

(Please see Note 01)

2. Application fee for scope extension:

Scope extension for each field of study	LKR 10 000
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(Please see Note 01)

3. Pre-assessment and Initial-assessment fee:

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

	Assessor man day charge
Laboratories operate in Sri Lanka	LKR 10,000
Laboratories operate in SAARC countries	USD 275
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 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 Recognition fee:

An annual Recognition Fee to be paid from the date of recognition granted based on the number of study fields covered by the scope of recognition granted the previous year as detailed below.

Annual fee for maintaining recognition status up to two study fields	LKR 80,000
Annual fee for each additional study field	LKR 10,000

(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.

	Assessor man day charge
Laboratories operate in Sri Lanka	LKR 10,000
Laboratories operate in SAARC countries	USD 275
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 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 Recognition:

A Laboratory will be issued with one certificate of recognition.

Each additional copy will be charged LKR 5 000

(Please see Note 01)

7. Local Laboratories with Foreign Recognition

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

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NOTES

Note 01

In case of foreign 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 Laboratory.

Note 04

All fees are subjected to applicable Taxes.

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