



ACCREDITATION SCHEME FOR VALIDATION/VERIFICATION BODIES

FEE STRUCTURE

Part 1 - Local Validation /Verification Bodies

1. 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 calculated based on the Validation/Verification Bodies scheme. E.g. Validation, Verification, Validation and Verification, Carbon footprint of products, Verra, CORSIA etc. The application fee is non-refundable. Processing of the application will start only after effecting the application fee by the Validation/Verification Body

a) Each Validation/Verification Body scheme up to 05 Sectors;	
Application fee	LKR 60 000
Each additional Sector, above 05	LKR 10 000
Renewal fee	LKR 60 000
b) Additional Scheme, up to 05 Sectors	
Application fee	LKR 50 000
Each additional Sector, above 05 sectors	LKR 10 000
Renewal fee for each scheme	LKR 60 000
Each Critical Location	LKR 50 000

2. Application fee for scope extension/new scheme/new critical location:

Scope Extension for New sector within each accreditation scheme	LKR 15 000
(Please refer Sec. 1- b)	
Extension to each Critical Location	LKR 50 000

3. Assessor man day charges:

Assessor man day charge is applicable for Pre-assessment, Initial Assessment, Surveillance Assessment, Re-assessment, Witness Assessment, Assessment for Scope Extensions, Unannounced Assessment and Follow up or Verification Assessment.

Assessor man day charge	LKR 20 000
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(Please see Note 01)

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.

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(Please see note 02)

4. Annual Accreditation fee:

An annual fee to be paid from the date of accreditation based on the number of certified clients of the main office and critical locations covered by the product disciplines accredited during the previous year as detailed below.

Number of certified clients	Per Validation/Verification Program	
	Up to 10 Sectors	Above 10 Sectors
Up to 1 st 15 Certified Clients	LKR 180 000	LKR 200 000
More than 15 certified clients	LKR 2 000 per certified client	LKR 2 000 per certified client

Extension to Critical Location

LKR 60 000

5. Certificate of Accreditation:

A Validation & Verification Body will be issued with one certificate of accreditation.

Each additional copy will be charged

LKR 6 000

6. Local Validation/Verification Body with Foreign Accreditation:

If the assessment is conducted in a Validation & Verification Body operating in Sri Lanka on behalf of foreign accreditation body, Please refer part II of the Fee Structure.

NOTES

Note 01

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 12 000.

When foreign assessors/experts used in assessments in addition to the assessor/expert man day charges, 45% will be added to man day charges.

Note 02

SLAB encourage the use of air travel for long distance travelling whenever available in order to minimise cost and efficient use of time.

- If travelling is on previous day/ day after the assessment or travelling on assessment day with stay overnight and the travel time is between 03-06 hrs, additional fee for 01 man day per assessor/expert will be charged.

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- If travelling is on previous day/ day after the assessment or travelling on assessment day with stay overnight and the travel time is more than 06 hrs, additional fee for 02 man days per assessor/expert will be charged.
- If the travelling on the assessment day and the travel time is between 03-06 hrs, additional fee of 0.5 man day per assessor will be charged.
- If the travelling on the assessment day and the travel time is more than 06 hrs, additional fee of 01 man day per assessor will be charged.

Note 03

All fees are subjected to applicable Taxes.

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Part II - Foreign Validation/Verification Bodies

2. 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 calculated based on the Validation/Verification Bodies scheme. E.g. Validation, Verification, Validation and Verification, Carbon footprint of products, Verra, CORSIA etc. The application fee is non-refundable. Processing of the application will start only after effecting the application fee by the Validation/Verification Body

a) Each Validation/Verification Body scheme up to 05 Sectors;	
Application fee	USD 600
Each additional Sector, above 05	USD 100
Renewal fee	USD 600
b) Additional Scheme, up to 05 Sectors	
Application fee	USD 500
Each additional Sector, above 05 sectors	USD 100
Renewal fee for each scheme	USD 600
Each Critical Location	USD 500

(Please see Note 04)

2. Application fee for scope extension/new scheme/new critical location:

Scope Extension for New sector within each accreditation scheme	USD 150
(Please refer Sec. 1- b)	
Extension to each Critical Location	USD 500

(Please see Note 04)

3. Assessor man day charges:

Assessor man day charge is applicable for Pre-assessment, Initial Assessment, Surveillance Assessment, Re-assessment, Witness Assessment, Assessment for Scope Extensions, Unannounced Assessment and Follow up or Verification Assessment.

Validation/Verification Bodies operate in SAARC countries	USD 275
Validation/Verification Bodies operate in other countries	USD 500

(Please see Note 04 & 05)

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4. Annual Accreditation fee:

An annual fee to be paid from the date of accreditation based on the number of certified clients of the main office and critical locations covered by the product disciplines accredited during the previous year as detailed below.

Number of certified clients	Per Validation/Verification Program	
	Up to 10 Sectors	Above 10 Sectors
Up to 1 st 15 Certified Clients	USD 1800	USD 2000
More than 15 certified clients	USD 20 per certified client	USD 20 per certified client

Extension to Critical Location
(Please see Note 04)

USD 600

5. Certificate of Accreditation:

A Validation & Verification Body will be issued with one certificate of accreditation.

Each additional copy will be charged

USD 60

(Please see Note 04)

NOTES

Note 04

Fee will have to be paid in USD.

Note 05

To conduct an assessment pertaining to activities of a validation/verification body outside the country-please refer section 3

Assessor man day charge will be calculated from the time of departure from Sri Lanka up to the time of arrival to the country, per assessor/expert.

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 USD 200.

When SLAB use foreign assessors/experts in assessments, in addition to the assessor/expert fee, 45% of the total man day charge will be added.

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Note 06

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 Validation & Verification Body.

Note 07

All fees are subjected to applicable Taxes.

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