



ACCREDITATION SCHEME FOR REFERENCE MATERIAL PRODUCERS

FEE STRUCTURE

Part 1 - Local Reference Material Producers

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 non-refundable.

Processing of the application will start only after effecting the application fee by the Reference Material Producer (RMP).

Application fee up to 02 categories, up to 03 reference material in each category	LKR 60 000
Each additional 02 reference material in the same category	LKR 10 000
Additional categories up to 02 categories	LKR 15 000

(Please see Note 01)

2. Application fee for scope extension:

Scope Extension in the existing accredited category in each reference material	LKR 10 000
Scope extension to the new category	LKR 15 000

(Please see Note 01)

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 Assessment.

Assessor Man-day charge	LKR 12 000
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(Please see Note 01, 02 & 03)

4. Annual Accreditation fee:

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

Number of Reference Materials issued per year	Below 100	Between 101 & 500	Above 500
Up to 05 reference materials	LKR 90 000	LKR 100 000	LKR 110 000
Each additional reference material	LKR 5 000	LKR 7 500	LKR 10000

(Please see Note 01)

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5. Certificate of Accreditation:

A Reference Material Producer will be issued with one certificate of accreditation.

Each additional copy will be charged

LKR 6000

(Please see Note 01)

NOTES

Note 01

All fees are subjected to applicable Taxes.

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 12 000.

When foreign assessors/experts used in assessments in addition to the expert man day charges, 5% will be added to man day charges.

Note 03

If travelling is on previous day/ day after the assessment /travelling on assessment days with stay overnight and the travel time is between 03-06 hrs, additional fee for 01man 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.

If the traveling on the assessment day and the travel time is between 03-06 hrs, additional fee of 0.5 manday per assessor will be added to the assessment fee.

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Part II - Foreign Reference Material Producer

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 non-refundable.

Processing of the application will start only after effecting the application fee by the Reference Material Producer.

Application fee up to 02 categories, up to 03 materials in each category	USD 500
Each additional 02 reference material in the same category	USD 100
Additional categories up to 02 categories	USD 110

(Please see Note 04)

2. Application fee for scope extension:

Scope Extension in the existing accredited category each material	USD 100
Scope extension to the new category	USD 110

(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 Assessment.

Assessor Man Day charge,

RMP operate in SAARC countries	USD 275
RMP operate in other countries	USD 500

(Please see Note 04, 05 and 06)

4. Annual Accreditation fee:

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

Number of Material issued per year	Below 100	Between 101 & 500	Above 500
Up to 05 reference materials	USD 600	USD 700	USD 800
Each additional reference material	USD 50	USD 60	USD 70

(Please see Note 04)

5. Certificate of Accreditation:

A Reference Material Producer will be issued with one certificate of accreditation.

Each additional copy will be charged USD 60

(Please see Note 04)

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NOTES

Note 04

All fees are subjected to applicable Taxes.

In case of foreign CABs, fee will have to be paid in USD

Note 05

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.

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 Reference Material Producer.

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