



ACCREDITATION SCHEME FOR CERTIFICATION BODIES

FEE STRUCTURE - BODIES CERTIFYING PERSONS

Part 1 - Local - Bodies Certifying Persons

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 Certification Body.

A certification scheme up to 05 Occupational/Skilled Categories	LKR 65000
Each Additional Occupational/Skilled Category within the same scheme	LKR 10000
Each Critical Location	LKR 50000

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

Scope extension for each new Occupational/Skilled Category within the same scheme	LKR 10000
New scheme	LKR 60000
Extension to each Critical Location	LKR 50000

3. Assessor/Expert man day charges:

Assessor/Expert 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/Expert man day charge	LKR 20000
Assessor/Expert man day charge for witness assessments conducted outside Sri Lanka (inclusive of incidental expenses)	LKR 35000

(Please see Note 02 & 03)

4. Annual Accreditation fee:

An annual fee to be paid from the date of accreditation based on the number of persons certified covered by the accredited Occupational/Skilled Categories during the previous year under each certification scheme as detailed below.

Number of certified persons	Up to 05 Occupational/Skilled Categories	For each additional Occupational/Skilled Category above 05
Up to 1 st 250 certified persons	LKR 85000	LKR 15000
Between 251-500 certified persons	LKR 110000	LKR 15000
More than 500 certified persons	LKR 500 per person up to a maximum of LKR 300000	LKR 660 per person up to a maximum of LKR 500000

Each Critical Location

LKR 60000

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5. Certificate of Accreditation:

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

Each additional copy will be charged

LKR 6000

6. Local Certification Bodies with Foreign Accreditation:

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

NOTES

Note 01

All fees are subjected to applicable Taxes.

Note 02

A sum calculated as 40% of the total man-day charge (assessor/expert man day charge multiplied by the number of team leaders/technical assessors/assessors/experts) will be charged separately as administrative expenses subject to a minimum of LKR 12000.

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

Transportation and lodging expenses of the assessment team can be arranged by either SLAB or CAB. If the transport and lodging is arranged by SLAB, charges will be added to the invoice or the client has the option to arrange the transport and lodging as planned by SLAB.

Note 03

SLAB encourage the use of air travel for long distance travelling whenever available in order to minimise cost and efficient use of time. Travel charges apply to one-way travel time only.

- If travelling is on previous day/ day after the assessment or travelling on assessment day with stay overnight and the travel time for one way is between 03-06 hrs, additional fee for 01 man day per assessor/expert will be charged.
- If travelling is on previous day/ day after the assessment or travelling on assessment day with stay overnight and the travel time for one way 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 for one way is between 03-06 hrs, additional fee of 0.5 man day per assessor/expert will be charged.
- In case of a witness assessment conducted outside Sri Lanka, 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.

Part II - Foreign -Bodies Certifying Persons

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 Certification Body.

A certification scheme up to 05 Occupational/Skilled Categories	USD 350
Each Additional Occupational/Skilled Category within the same scheme	USD 100
Each Critical Location	USD 300

(Please see Note 04)

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

Scope extension for each new Occupational/Skilled Category within the same scheme	USD 100
New scheme	USD 300
Extension to each Critical Location	USD 300

(Please see Note 04)

3. Assessor/Expert man day charges:

Assessor/Expert 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/Expert Man Day charge,

Certification Bodies operate in SAARC countries	USD 250
Certification Bodies operate in other countries	USD 350

(Please see Note 04 & 05)

4. Annual Accreditation fee:

An annual fee to be paid from the date of accreditation based on the number of persons certified covered by the accredited Occupational/Skilled Categories during the previous year under each certification scheme as detailed below.

Number of certified persons	Up to 05 Occupational/Skilled Categories	Above 05 each additional Occupational/Skilled Category
Up to 1 st 250 certified persons	USD 800	USD 150
Between 251-500 certified persons	USD 1000	USD 150
More than 500 certified persons	USD 50 per person up to a maximum of USD 3000	USD 60 per person up to a maximum of USD 5000

Each Critical Location USD 600

(Please see Note 04)

5. Certificate of Accreditation:

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

Each additional copy will be charged

USD 60

(Please see Note 04)

Note 04

Fee will have to be paid in USD.

All fees are subjected to applicable Taxes.

Note 05

To conduct an assessment pertaining to activities of a Body certifying persons outside the country - Please refer Sec. 3.

Assessor/Experts 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 man day charge (assessor/experts man day charge multiplied by the number of team leaders/technical assessors/assessors/experts) 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 charged separately as administrative expenses.

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 Certification Body.

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