



## ACCREDITATION SCHEME FOR CERTIFICATION BODIES

### FEE STRUCTURE - CERTIFICATION BODIES OF PRODUCTS

#### Part 1 - Local Certification Bodies of Products

#### **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 calculated separately for each certification scheme. The application fee is non-refundable. Processing of the application will start only after effecting the application fee by the Certification Body.

Each scheme, up to 03 categories;	LKR 65000
Each additional category, above 03 categories	LKR 10000
Each Critical Location	LKR 50000

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

Scope extension for any other category within each accredited scheme	LKR 10000
New scheme	Please refer Sec. 1
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 certified clients of the main office and critical locations covered by the categories accredited under each product certification scheme during the previous year as detailed below.

Number of certified clients	Number of categories per scheme		
	Up to 03	Between 04 to 10	Above 10
Up to 100	LKR 130000	LKR 190000	LKR 245000
Between 101 – 300	LKR 1000 per certified client	LKR 1000 per certified client	LKR 1000 per certified client
If the total no of certified clients exceeds more than 300 in any number of categories per scheme, Annual accreditation fee for a certification scheme is LKR 450000.			

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.

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### **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/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.

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## **Part II - Foreign Certification Bodies of Products**

### **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 calculated separately for each certification scheme. The application fee is non-refundable. Processing of the application will start only after effecting the application fee by the Certification Body.

Each scheme, up to 03 categories;	USD 350
Each additional category, above 03 categories	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 any other category within each accredited scheme	USD 50
New scheme	Please refer Sec. 1
Extension to each Critical Location	USD 300

*(Please see Note 04 and 05)*

### **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 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	Number of product discipline		
	Up to 03	Between 04 to 10	Above 10
Up to 1 <sup>st</sup> 100 certified clients	USD 1050	USD 1850	USD 2300
Between 101 – 10000	USD 10 per certified client	USD 10 per certified client	USD 10 per certified client
If the total no of certified clients exceeds more than 10000 in any number of categories, Annual accreditation fee for a certification scheme is USD 125000.			

Each Critical Location	USD 600
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*(Please see Note 04)*

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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

USD 60

*(Please see Note 04)*

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### **NOTES**

#### **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 product certification body outside the country  
- Please refer Sec. 3.

Assessor/Expert 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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