

## INAB Fee Schedule

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This fee schedule specifies the charges applied by the Health and Safety Authority/INAB to all applicant and accredited organisations and all assessment types and GLP facilities.

Further detail may be found in the INAB R1 Regulations and Terms & Conditions.

All fees are exclusive of VAT which is charged at 23%.

All fees for assessments performed in the Republic of Ireland include expenses incurred.

### Part A: Accreditation Fees

Activity	Fee
New Application and Initial Document Review	€3166
Annual Client Management	€1400
Technical Area Management	€1030
Daily Rate for Assessment (Onsite and Offsite), per assessor	€1583
Extension to Scope New Technical Area - Application and Document Review	€1583
Extension to Scope Existing Technical Area - Application and Document Review	€791
Additional Administration e.g. Closure of nonconformities > 2 attempts, failure to cooperate with assessment scheduling within 1 month of initial INAB request, etc	Proportion of daily rate
Appeal Decision of INAB Board or Manager, daily rate	€1583

### Part B: GLP Fees

Activity	Fee
New Application and Initial Document Review	€3166
Daily Rate for Assessment (Onsite and Offsite), per GLP inspector	€1583

### Part C: Supervision Fees

Activity	Fee
Supervision of work in Ireland of greenhouse gas and EMAS verifiers, daily rate	€1583
Work on behalf of another Accreditation Body, daily rate	€1583

## **Part E: Notes and Explanations**

- Invoices are issued at the start of each calendar year to include the annual management fee, the planned surveillance/reassessment visit (onsite and off-site assessment) and the technical area fee.
- Invoicing of witnessed audits/inspections, initial assessments and any additional assessments are invoiced after the event has occurred. Where witnessed inspections occur with the head office assessment, these shall be invoiced with the annual invoice at the start of the year.
- The application and document review for new applicants includes 2 person-day effort on document review and administration costs;
- The application and document review for extensions to scope in new technical areas includes effort on document review and administration costs. There is an additional charge for the assessment of the extension to scope at the daily rate pro rata;
- The application and document review for extensions to scope in existing technical areas includes effort on document review and administration costs. There is an additional charge for the assessment of the extension to scope at the daily rate pro rata;
- Off-site work is charged as per assessment effort in Part B at the assessment daily rate;
- Work outside the Republic of Ireland will incur a charge for travel time at the daily rate;
- Flight costs for assessments outside the Republic of Ireland will be charged as vouched;
- The CAB shall arrange for and pay all translation expenses, if required;
- In evaluating schemes for Scheme Owners, Regulators etc, INAB will charge, pro-rata, the daily assessment rate;
- Technical areas may be defined as:
  - ISO 17025 laboratories – each sub-scope (chemical, biological, metrology etc)
  - ISO 15189 laboratories – each sub-scope (clinical chemistry, haematology, histopathology etc)
  - Management systems certification body – each management system (ISO 9001, ISO 14001)
  - Each scheme under product certification is considered a new technical area
  - Each directive/regulation for notified bodies is considered a new technical area
  - Flexible scope is considered a new technical area
- Charges are levied for additional administration effort managing assessments.