



## IOAS Fee Schedule

### General notes:

1. The IOAS is a non-profit organisation committed to providing a quality accreditation service of high integrity at the lowest possible cost to certification bodies (CBs). The IOAS can provide a pre-application quotation for services based on information provided by the CB; however, due to the many variables this can only be for orientation purposes.
2. All taxes applied in the CB home country on IOAS invoices are the CB's responsibility and may not be deducted from the IOAS invoice total. The IOAS will work with CBs in countries that have a relevant tax agreement with the US, and IOAS will provide whatever paperwork it can to satisfy the relevant authorities. However, the CB will remain responsible for the taxes should exemption not be obtained. All fees below are in US dollars.
3. IOAS will work with CBs to accommodate payment approaches which are easy and cost effective including the option for payment agreements which spread costs of accreditation, providing all fees and expenses are paid off within the calendar year. CBs shall ensure that all fees related to payment (bank transfer, credit card fees etc.) are paid by sender.

Application and Document Review Fees			
New Application Fee	\$2000	Fixed fee for new applicants regardless of number of schemes	Covers the processing of all information for initial application acceptance (non-returnable whether the application is accepted or rejected). Does not apply at re-assessment or when a CB extends their scope to a new scheme.
New Applicant Document Review Fee	\$4000	Each scheme	Covers the processing of all information for document review of new applicants and scheme scope extensions. In cases where a scheme under ISO/IEC 17065 imposes significant additional requirements (e.g., EU Regulation, Freshcare, GlobalG.A.P., and Peru Regulation), the standard scope will be charged as a separate accreditation with a separate document review fee.
Re-Applicant Fee	\$2500	Each scheme	As above but for CBs undergoing re-assessment. This fee will also be applied in case of a transfer of accreditation from another Accreditation Body to IOAS. It will also apply when a scheme requires a document review because of major standard changes.

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Additional Standard Fee	\$750	Each additional standard	One base standard is included in each scheme; this fee applies to each additional standard per scheme. Additional standards can be applied for at any time.
Additional Category Fee	\$750	Each additional category	This fee applies to each additional category per standard and scheme when applied for at times other than at application or re-application. Additional categories can be applied for at any time. No fee is charged for categories applied for at application or re-application.
Standard Review Fee for IFOAM	\$1000	Each applicable standard	This fee applies to each applicable standard to be reviewed at application or re-application for the purpose of determining IFOAM Compliance.

**Any combination of accreditations and assessments offered by IOAS is possible and in any order. Each scheme is charged as a separate accreditation, but the assessment process is combined allowing us efficiencies and cost savings for our clients.**

<b>Assessment Fees (including assessment, surveillance, re-assessment, operator file review and operator visits)</b>
<b>CB economy related fee adjustments</b>
The IOAS daily rate (per 8-hour workday) for all assessment types is charged on a sliding scale based on the current World Bank economic classification of the country where the CB is legally registered. Low income: \$800, Lower Middle Income: \$900, Higher Middle Income: \$1000, High Income: \$1100. Other fees as indicated below are fixed rate.
<b>Visit plans and invoicing</b>
IOAS issues visit plans including an estimate of costs for all assessment activities. Separate visit plans are issued for all operator visits regardless of whether they take place as part of a group of activities. Other assessment activities (offices and operator file review) may be combined in one visit plan where the timing, logistics and assessor competence requirements allow. Any travel time during the assessment (outside the standard travel time rate charged from assessor home to CB assessment location as shown below) is charged at the stated daily rate and will be estimated in each visit plan (if known) but final invoices will be based on actual time. Invoices are issued post-visit once all costs and expenses are known.

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Assessor/Technical Expert Daily Rate	\$800/900/1000/1100	Per 8-hour workday	Number of assessment days is determined by IOAS policy and scheme requirements. Expenses (travel, accommodation, meals, translator, visas, etc.) are reimbursable at cost.
Additional Personnel rate	\$400/450/500/550	Per 8-hour workday	In cases where an IOAS representative is required onsite to serve as camera operator/translator/witness while a qualified assessor is conducting the assessment of the CB, CB inspector, and/or certified operation. This allows options for local high-risk operations in regions that are under quarantine, or other scenarios where additional IOAS personnel are required to complete the assessment and fulfil the accreditation requirements.
Travel time daily rate from assessor's home to the location of the assessment <sup>1</sup>	As above according to the full rates for assessors and additional personnel	Per 8-hour workday	2 days travel is charged for each assessment activity regardless of travel time. For any combined activities in the same visit (same CB and same country location), travel days will be combined.
Preparation & reporting	Assessor hourly rate based on daily rates of \$800/900/1000/1100	Fixed day rate	1 day covering preparation and report writing will be charged for each assessment activity report issued. 2 days will be charged for office visits over 4 days
NC follow up	Assessor hourly rate based on daily rates of \$800/900/1000/1100	Hourly rate	Actual time taken by assessor to review and respond to Non-Conformity submissions and prepare summaries for decision makers. Invoiced in July and January in relation to activity occurring in the previous 6 months.

Annual Fee			
Fixed Fee per Scheme – General	\$1500	Per ISO/IEC 17065, IFOAM, EU, COR, GGAP, Freshcare, Peru Regulation	Covers development and promotional costs, scheme liaison, training, implementation, technical and administration staff.

<sup>1</sup> Travel during the assessment to operator sites or other CB offices is charged as assessment time. Time over 8h/day is charged.

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Fixed Fee per Scheme – Cosmetics	\$2000	Per COSMOS and /or NATRUE	Covers development and promotional costs, scheme liaison, training, implementation, technical and administration staff.
Fixed Fee per Scheme – Textiles	\$3000	Per GOTS and/or Textile Exchange	Covers development and promotional costs, scheme liaison, training, implementation, technical and administration staff.
Accredited status use fee for IOAS Accredited Schemes	\$25	Per entity issued a certification or approval document under each accredited scheme– with a cap of 600	Based on “use” factor of accreditation status. This portion of the annual fee is based on the number of entities issued a certification or approval document in each scheme under IOAS accreditation.

## CB economy related fee adjustments

The total annual fee calculated by combining the Fixed Fee and the Certification Use will be adjusted based on the current World Bank economic classification of the country where the CB is located.

The adjustment will be calculated as follows:

- \* CBs located in countries designated by the World Bank as ‘High Income’ will not receive an adjustment of Annual Fees
- \* CBs located in countries designated by the World Bank as ‘Upper Middle Income’ will receive an adjustment by a factor of 0.75
- \* CBs located in countries designated by the World Bank as ‘Lower Middle Income’ will receive an adjustment by a factor of 0.5
- \* CBs located in countries designated by the World Bank as ‘Low Income’ will receive an adjustment by a factor of 0.25

**The annual fee is calculated annually based on required CB client data submitted by the CB and is invoiced in equal instalments in January and July. For initial accreditation, the annual fee is pro-rated for remaining months in the calendar year as of date of receiving the accreditation decision. Pay agreements to spread the cost can be requested but all fees due must be paid before the end of the year. In the event of transfer, withdrawal, or termination of accreditation, IOAS retains the full quarter fees already commenced.**

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Additional fees			
Finance charges for late payment of invoices	2% of the total outstanding balance per month	Applied when accounts reach 30 days past due.	Additional administration
Suspension fee	\$2000	Upon issuing a notice of suspension	Additional administration and Accreditation Committee fee
Appeal fee	\$3000	Charged on CB submission of appeal and returned if the appeal is upheld	Additional administration and Appeal Committee fee
Assessment conducted through a partner Accreditation Body	Partner Accreditation Body Daily Rate + \$200	IOAS clients will pay the partner Accreditation Body daily rate, plus \$200 per visit day	Additional administration

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