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# Global-Mark P/L

## Management Document G-21

**Title: Schedule of Fees for 2008-10 WaterMark Programs**

**Type of Document: Guide**

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## Document Information and Revision History

<b>Document Number</b>	G-21
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<b>Current Revision Author(s)</b>	Herve Michoux

## Revision History

Revision	Date	Author(s)	Notes
1	24/9/2005	Herve Michoux	Original Release
2	9/11/2005	Herve Michoux	Reviewed for 2005/6 financial year
3	24/11/05	Herve Michoux	As above
4	27/04/06	Francisco Henriques	Revision for more user friendliness
5	5/2/2007	Herve Michoux	Revised for 2007 and 2008
6	1/3/2007	Herve Michoux	Typing and clarification of audit durations
7	29/4/2007	Herve Michoux	Updated the “in advance”
8	26/8/2008	Herve Michoux	Fixed errors in the example of fees
9	30/6/2009	Herve Michoux	Updated for new financial year
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## 1 Why do we have this document

This document describes how we will invoice Clients for the services performed. This document applies to WaterMark programs.

## 2 How to use this documents

This document should read in conjunction with the Welcome Pack, available on our web site: [www.global-mark.com.au](http://www.global-mark.com.au)

## 3 2009-10 schedule for fees

### 3.1 Certification services

#### Notes:

- The following **fees are for a range of product** (defined as products which are designed, build, and tested using the same material and processes, but also which meet the same Standard/Specification)
- Activities presented in **blue** are **for additional products manufactured at the same site but to a different Standard/Specification** and therefore covered by additional Global-Mark Certificate.

Activity	Fee in Australian Dollar and exclude GST (which is payable for Aus-NZ based Clients)		
	Level 1 Certification	Level 2 Certification	Comment
Application fee Certification review fee Initial review and assessment of technical file fee	\$3000	\$3000	<b>Includes 2 auditor/days</b> and planning and reporting and review of compliance folders. Extra time (if required) will be charged at a rate of \$225/hour. Further review may be needed if product is changed, or new products added (charged at \$225 per hour).
Subsequent application fee (if applicable)	\$2000	\$2000	Applies if Client needs to have an additional <b>Certificate</b> for the same manufacturing site, provided that no additional audit time is required.
Post-certification yearly fee	\$3800	NA	<b>Includes post certification audit</b> , planning and reporting, minor product updates. Extra time (if required) will be charged at a rate of \$225/hour.
Subsequent post-certification yearly fee	\$1500	NA	<b>Per each additional Certificate</b> for product manufactured at the same original manufacturing site. Extra time for auditing (if required) will be charged at a rate of \$225/hour
Variations to scope of certification, or follow ups reviews fees	Charged on the basis of \$225 per hour		Minimum 3 hours for Australian based sites, 1.5 days for others.

### 3.2 Other Fees

Activity	Fee in Australian Dollar and Excl. GST (which is payable for Aus-NZ based Clients)	
Yearly accreditation levy	\$120	Per certificate
Extra certificate fee (per Certificate)	\$40	Extra copy of any printed certificate – Electronic Certificate is free.
Standards Australia Royalties	4% of Certification services fees above.	These fees will be charged in addition to the applicable fees presented above.

## 4 Changes to this document

This document may be updated by Global-Mark Pty Ltd from time to time. Written notice will be provided to all Clients prior to any changes being implemented.

## 5 Conditions

- 1. Transfer to Global-Mark:** For Clients transferring their certificates/license to Global-Mark from another JASANZ Accredited Certification company **application fees and certification review fees will not be charged.**
- 2. Travel costs and expenses (including accommodation) are not included:** Travel costs and expenses to and from the city where each team member or client manager is based **will be charge at cost**, unless directly organized by the client.  
**No travel expenses apply** in the greater metropolitan area where the client manager/auditor is based.  
**Note:** It is our aim to minimize travel expenses by forward **planning at economy rates**, and whenever possible sharing travel between client (s).
- 3. Travel time:** For audits outside Australia Global-Mark charges on the basis of \$900 per working day, pro-rated, until auditor arrives at the audit site and later when returns to its base in Australia.  
**No travel time is payable for Australia and New Zealand.**
- 4. Post Certification Yearly Fees and Accreditation Levy:** Payable at certification and charged per year and per certificate thereafter on the anniversary month of certification.
- 5. Standards Australia Royalties:** Payable in advance and charged per application and certificate at a rate of 4% of Certification Services invoiced. E.g. application and Post Certification Yearly fees

## 6 Examples

The following are only examples presented to assist Clients plan and understand our fee structure:

### 6.1 Australian based manufacturer with 2 new certifications, WaterMark level 1 new certifications, manufacturing in Australia, at same site

	1 <sup>st</sup> Certificate	2 <sup>nd</sup> Certificate
• Application fee	\$3000	\$2000
• Accreditation Levy	\$120	
• Standards Australia Levy (4% of fees)	\$200	
<b>Total to Certification</b>	<b>\$5320 plus GST</b>	
• Post Certification Yearly fee	\$3800	\$1500
• Accreditation Levy	\$120	
• Standards Australia Levy (4% of fees)	\$212	
<b>Total annual post Certification</b>	<b>\$5632 plus GST</b>	

### 6.2 Australian based manufacturer with 1 new certificate, WaterMark level 1 new certification, manufacturing in Australia

• Application fee	\$3000	
• Accreditation Levy	\$120	
• Standards Australia Levy (4% of fees)	\$120	
<b>Total to Certification</b>	<b>\$3240 plus GST</b>	
• Post Certification Yearly fee	\$3800 (1 <sup>st</sup> year fee payable at Certification)	
• Accreditation Levy	\$120	
• Standards Australia Levy (4% of fees)	\$152	
<b>Total annual post Certification</b>	<b>\$4072 plus GST</b>	

### 6.3 Chinese base manufacturer with 2 certifications, WaterMark level 1 new certifications, manufacturing in China, at same site (no GST applicable if Client is based outside Australia)

• Application fee	\$3000	\$2000
• Accreditation Levy	\$120	
• Standards Australia Levy (4% of fees)	\$200	
• Estimated travel expenses (example only)	\$2000 (could be reduced if shared)	
• Travel time (1 working day to/from China (example only)	\$900 (could be reduced if shared)	
<b>Total to Certification</b>	<b>\$8220</b>	

• Post Certification Yearly fee (Certification)	\$3800	\$1500 (1 <sup>st</sup> year fee payable at Certification)
• Accreditation Levy	\$120	
• Standards Australia Levy (4% of fees)	\$212	
• Estimated travel expenses ( <b>example only</b> )	\$2000	(could be reduced if shared)
• Travel time (1 working day to/from China ( <b>example only</b> ))	\$900	(could be reduced if shared)
<b>Total annual post Certification</b>	<b>\$8532</b>	

**6.4 Australian based manufacturer with 1 certificate, WaterMark level 1 transferring its certification from another JASANZ Accredited Certification Body, manufacturing in Australia**

• Application fee	\$Nil	
• Certification review fee	\$Nil	
• Initial review and assessment of technical file fee	\$Nil	
• Standards Australia Levy (4% of fees)	\$Nil	
<b>Total to Certification</b>	<b>\$Nil</b>	
• Post Certification Yearly fee	\$3800	
• Accreditation Levy	\$120	
• Standards Australia Levy (4% of fees)	\$152	
<b>Total annual post Certification</b>	<b>\$4072</b>	

**6.5 European based manufacturer with 1 certification, WaterMark level 1 new certifications, manufacturing in Europe, at same site (no GST applicable if Client is based outside Australia)**

• Application fee	\$3000	
• Accreditation Levy	\$120	
• Standards Australia Levy (4% of fees)	\$120	
• Estimated travel expenses ( <b>example only</b> )	\$2000	(could be reduced if shared)
• Travel time (1 working day to/from Europe ( <b>example only</b> ))	\$900	(could be reduced if shared)
<b>Total to Certification</b>	<b>\$6140</b>	
• Post Certification Yearly fee	\$3800	(1 <sup>st</sup> year fee payable at Certification)
• Accreditation Levy	\$120	
• Standards Australia Levy (4% of fees)	\$152	
• Estimated travel expenses ( <b>example only</b> )	\$2000	(could be reduced if shared)
• Travel time (1 working day to/from Europe ( <b>example only</b> ))	\$900	(could be reduced if shared)
<b>Total annual post Certification</b>	<b>\$6972</b>	

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