



Global-Mark P/L

Management Document G-92

**Title: Schedule of Fees for 2010-11 for
Disability Services programs**

Type of Document: Guide

This document is External

Document Information and Revision History

Document Number	G-92
Original Author(s)	Joe Fernandes
Current Revision Author(s)	Joe Fernandes

Revision History

Revision	Date	Author(s)	Notes
1	8/4/2008	Joe Fernandes	Original Release
2	20/2/2009	Herve Michoux	Updated to be in line with new day rate
3	9/12/2009	Herve Michoux	Updated for 2010
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Table of Contents

1	Why do we have this document	3
2	How to use this documents	3
3	Schedule for fees – For new clients (for transfers please call our office)	3
3.1	Certification services	3
3.2	Other Fees	3
4	Changes to this document	3
5	Conditions	3

Uncontrolled if printed, or viewed outside GM's intranet

1 Why do we have this document

This document describes how we will invoice Clients for the services performed. This document applies to Disability Services 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

3 Schedule for fees – For new clients (for transfers please call our office)

3.1 Certification services

Activity	Fee in Australian Dollar and Excl. GST	Comment
Application fee	\$500	
Document review fee	\$1600	
Pre-certification fee	Charged on the basis of \$1600 per auditor day	Optional
Certification review fee	Charged on the basis of \$2100 per audit team day. Note: An audit team day consists of an auditor and a CTE/ATSU for one day	Auditing time will be dependent on the number of Consumers/Clients and number of sites plus ½ to 1 day for planning and reporting
Post-certification yearly fee	Charged on the basis of \$2100 per audit team day (payable at certification, and thereafter on the anniversary of certification)	Auditing time will be dependent on the number of consumers and number of sites plus ½ to 1 day for planning and reporting
Variations to scope of certification, or follow up reviews fees	Charged on the basis of \$240 per hour per auditor	Minimum 3 hours for Australian based sites, 1.5 days for others.

3.2 Other Fees

Activity	Fee in Australian Dollars and plus GST	Comment
Yearly accreditation levy	\$120	Per different certificate, per program
Extra certificate fee (per Certificate)	\$40	Extra copy of the same certificate

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

- Travel cost and expenses: travel cost and expenses to and from the city where each team member or client manager is based will be charged at cost, unless directly organized by the client. It is our aim to minimize travel expenses by forward planning, and whenever possible sharing travel with other client(s). No travel expenses apply in the greater metropolitan area where the client manager/auditor is based.
- Travel time: Global-Mark does not charge for travel time.

The accreditation levy is charged per year, per certificate at certification and annually thereafter.

End of document