

Effective July 2020

The following are services and current fees applicable for this IANZ programme. All prices are exclusive of GST. The hours charged will include all time involved in servicing clients. Every effort is made to keep time and expenses to a minimum.

1. Getting Started

An information package describing the Accreditation Programme is provided free of charge. It contains the criteria, procedures and conditions for accreditation, an application form, questionnaire and general information.

2. Advisory Visit

On request, an IANZ assessor can visit your organisation to discuss all aspects of the accreditation process and criteria for accreditation. Some indication of the present status of your management system in relation to the criteria may be provided either verbally or in writing.

Fee Time @ \$230.00 per hour
Travel time @ \$115.00 per hour
Meals, accommodation and travel at cost

3. Application for Accreditation

The application fee should normally accompany your application for accreditation. An exception to this is if your business unit is already accredited by IANZ within another programme.

Fee \$1,008.00 per organisation

4. Initial Assessment

The initial assessment covers the review of your documents prior to the visit, briefing of assessors and arrangements for the visit, the on-site assessment and post-assessment procedures. If successful, accreditation will be granted once all outstanding fees are paid.

Fee Time @ \$230.00 per hour
Travel time @ \$115.00 per hour.
Meals, accommodation, travel and Technical Expert fees (when charged) at cost.

5. Annual Administration Fee

Administration Fees are charged as a fixed fee annually to accredited organisations to offset some of the fixed costs of administering IANZ as a user-funded organisation. These include not only the day-to-day administration and on-going development of the IANZ Accreditation Programmes (such as the maintenance

of the accreditation register, the database of accredited organisations and their scopes of accreditation, the handling of enquiries about the accreditation status of organisations, logistical support for the conduct of assessments and the operation of the Professional Advisory Committees), but also the corporate costs associated with any service organisation and those particular to IANZ's role as a Crown Entity.

Fee \$1,164.00 per assessment unit

6. Annual Expenses Fee

A standard amount is charged to account for the regular visit expenses during each cycle of assessments. This amount is the annual expenses and travel time averaged.

Fee \$654.00 for laboratories on a one-year reassessment interval
\$327.00 per year for laboratories on a two-year reassessment interval

7. Ongoing Assessments

The Gas Cylinder Testing Laboratory Accreditation Programme is based on an annual reassessment interval. A Technical Expert will normally only accompany the IANZ assessor on the initial assessment. It is then usual for each subsequent reassessment to be carried out by appropriately trained and experienced IANZ staff. Continuing accreditation is conditional on timely payment of fees.

Fee Time @ \$230.00 per hour

Should a gas cylinder testing laboratory demonstrate its ability to comply with the requirements for accreditation over a longer period the reassessment interval may be extended to two yearly. This concession is not available in any other IANZ programme and has been implemented with specific regard to the small size of most gas cylinder testing laboratories. There is a significant monetary incentive to gain this achievement.

8. Special Assessments

Special assessments may be undertaken at your request to effect an extension to the scope of accreditation or to approve an additional signatory. Occasionally, additional assessments may be carried out by IANZ as a result of a complaint or non-conformance.

Fee Time @ \$230.00 per hour
Travel time @ \$115.00 per hour.
Meals, accommodation, travel and Technical Expert fees (when charged) at cost.