



Fee Schedule

July 2021 to June 2022

Australian-based Facilities

Services	Fee (incl. GST)
Application Fees¹	
Per site per Program (Standard)	\$2,814.24
Corporate Accreditation	
Conversion of existing accreditations to Corporate	No Charge
Additional application in different Program (Standard) or different location	\$2,814.24
Chargeable Jobs	
Administration Charge per visit ²	\$399.22
Advisory Visit	Time for preparation, on-site visit and post visit activity @ \$277.20/hr
Documentation Review	
Initial Assessment and any other none routine visits ³	Travel, accommodation & associated expenses @ cost ⁴
Annual Fees⁵	
Administration Fee ⁶	\$2,139.90
Membership Fee	Fee based on Scope of Accreditation

Regional Surcharge Zones⁷:

Apply to Annual Administration and Membership Fees

Zone	Distance (km)	Regional Surcharge
1	0 – 100	0%
2	101 – 200	5%
3	201 – 750	10%
4	751 – 1500	15%
5	1501 and over	20%

Notes

1. The Application Fee is not refundable. If an initial assessment has not been conducted within twelve months of the application date and the delay has been caused primarily by the applicant, an additional application fee will be charged. If the application is still pending after two years of the application date, the application will lapse.
2. An Administration Charge is applicable for the following on-site chargeable accreditation activities:
 - Initial Assessments;
 - Chargeable Reassessments;
 - Follow-up Initial Assessments;
 - Follow-up Reassessments;
 - Shortened-Interval Reassessments;
 - Variation Visits (on-site assessments for extensions to the scope of accreditation).
3. Non routine visits include:
 - Chargeable Reassessments;
 - Follow-up Initial Assessments;
 - Follow-up Reassessments;
 - Shortened-Interval Reassessments;
 - Staff Visits (NATA Lead Assessor only visits);
 - Variation Visits (desk-top and on-site assessments for extensions to the scope of accreditation).

NATA invoices monthly for any additional accreditation services performed other than routine visits (reassessments or surveillance visits).

Requests for extensions to the scope of accreditation may be accommodated at the same time as a scheduled routine reassessment or surveillance visit, however, only where review of the additional activities does not compromise the purpose of the reassessment or surveillance visit. Where additional effort is required to accommodate the extension to the scope, fees will be charged in accordance with this schedule.

4. NATA will endeavor, when possible, to schedule other work in the nearby area to minimise these costs.
5. The Annual Fee represents the estimated assessment effort to service an accredited site over its accreditation cycle. It is levied to recover the costs from all members on a fair and equitable basis. A site is defined as a physical location which holds accreditation and an accredited facility (i.e. a NATA member) may have more than one site accredited if it maintains corporate accreditation.

Annual Fees (pro-rata to 30 June in the first year) are charged from the date of accreditation and cover the cost of routine reassessments and surveillance visits. Usually, no additional time or travel costs are levied. However, if a facility refuses to accept suitable and available local technical assessors, all costs of travel, accommodation and other expenses (for the technical assessors) are passed on to the facility.

Discounts for linked accreditations may apply for facilities with more than one site on the same location, with the same Authorised Representative and the same company name.

For GLP recognised sites, the Annual Fees cover the cost of study audits conducted one year after the initial assessment, two-yearly reassessments and any site visits associated with reassessments. If additional study audits or site visits are required e.g. at the request of sponsors or Australian or overseas regulatory/receiving authorities, all costs plus time at the hourly rate will be charged.

6. The Administration Fee component of the Annual Fee covers the cost of maintaining NATA as an organisation capable of providing accreditation and related services. This is charged once per annum per site.
7. Distance is measured from the site to the capital city GPO.