

 GOVERNMENT OF DUBAI	Organization/Unit:	إدارة مختبر دبي المركزي Dubai Central Laboratory Department	الوحدة التنظيمية:	 بلدية دبي DUBAI MUNICIPALITY
	Document Title:	Fee Structure for Factory Assessment Certification of Voluntary Products, Steel Couplers and ACP	عنوان الوثيقة:	
	Doc Ref.	DM-DCLD-RD-DP21-2074 (IC)	رقم الوثيقة :	

Issue Date	Rev. No.	Summary Of Amendments
27-03-2018	0	First draft for comments
09-04-2018	0	Final draft
10-04-2018	1	Issue for use
17-04-2019	2	Updated as per new DM logo
01-07-2020	3	Revised to modify the fees as per current practice and adding the fees for additional standard in line with other fees structures for other products. Adding the steel couplers and ACP under this fee structure and rename the procedure accordingly. Include the option of remote audit by the PCAS and by the CAB and annual renewal fees where no audit is planned during the year for renewal.

Approved by HOU	Authorized by PCASM
Date of Issue : 01/07/2020	Rev. No. : 03
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1. SCOPE

This document gives details of the fees involved in the certification schemes for voluntary products and steel couplers. This certification is under the factory assessment scheme, DM-DCLD-RD-DP21-2001 (IC).

2. GENERAL DESCRIPTION

The fees are calculated based on the man-hours spent to carry out the required tasks given in the procedure, and multiplied by the official DCLD man-hour rate of AED 174/man-hour as per DM Local Order 5/2001.

3. FEE CATEGORIES AND TERMS OF PAYMENT

All fees shall be paid to Dubai Municipality except those as mentioned in the table.

S/ N	Type of Fee	Details	Terms of Payment	Fee
3.1	Application Fee	This fee covers the receiving and processing of application documents, review, and preparation of certification proposal.	To be paid upon acceptance of the proposal.	AED 1,218
3.2	Initial Assessment, and Evaluation Fee when audit is done physically by PCAS	This fee covers the planning, organizing, document review, and implementing Factory audit and preparation of the audit report; evaluation of the results of the assessment and preparation of the final assessment report, including the deliberation the audit results to the certification Technical Committee and finalizing the recommendations and decision for granting the certification.	To be paid upon acceptance of the proposal and prior to audit. (Excluding travelling expenses).	AED 15,138 (Excluding travelling expenses where applicable)
	Initial Assessment, and Evaluation Fee when audit is done by remotely by PCAS		To be paid upon acceptance of the proposal and prior to audit.	AED 12,528
3.3	Initial Assessment, and Evaluation Fee when audit is done physically/remotely by the CAB	This fee covers arranging the audit with the client and the CAB, document review, and preparation of all documents related to the outsourcing activity, reviewing the audit reports, evaluation of the results of the assessment and the final assessment report including the deliberation the	To be paid upon acceptance of the proposal and prior to audit	AED 10,788 (In addition to the applicable CAB fees)

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		audit results to the certification Technical Committee and finalizing the recommendations and decision for granting the certification.		
3.4	Issuance of the Certificate of Conformity and use of the DCL Conformity Mark	This fee covers preparation and issuance of the Certificate of Conformity and the use of the DCL Conformity Mark.	To be paid prior to issue of the certificate	AED 16,704
3.5	Total for 1st year per one standard, if audit is carried out physically by PCAS	Total Certification fees	-	AED 33,060 (Excluding Lab testing fees)
	Total for 1st year per one standard, if audit is carried out remotely by PCAS	Total Certification fees	-	AED 30,450 (Excluding Lab testing fees)
	Total for 1st year per one standard, if audit is carried out physically/remotely by CAB	Total Certification fees excluding the applicable CAB fees	-	AED 28,710 (In addition to the applicable CAB fees, and excluding Lab testing fees)
3.6	Annual renewal fee per one standard; if audit is carried out physically by PCAS	This fee covers all activities related to surveillance assessment, evaluation and renewal including the issuance of renewal certificate in addition to the fees for the use of DCL Conformity Mark.	Upon acceptance of the proposal for renewal.	AED 26,448 (Excluding travelling expenses and Lab testing fees)
	Annual renewal fee per one standard; if audit is carried out remotely by PCAS			AED 24,012 (Excluding travelling expenses and Lab testing fees)
	Annual renewal fee per one standard; if audit is carried out physically /remotely by the CAB	This fee covers all activities related to the arrangement, communication of the outsourcing activities (renewal , surveillance assessment, evaluation) including the issuance of renewal certificate in addition to the fees for the use of DCL Conformity Mark.		AED 23,490 (In addition to the applicable CAB fees, and excluding Lab testing fees)

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3.7	Total for renewal if there is no audit planned at during the year of renewal	Total Certification fees	-	AED 17,400
3.8	Total fees for each additional standard	-	-	AED 5,220 for initial AED 2,784 for renewal
3.9	Independent Testing Fee	This is testing fee for the tests conducted as required in the relevant Specific Rules.	To be paid directly to the approved testing laboratory	As per actual Lab Fees to be invoiced by approved Lab

4. EXTRA COSTS

Any extra cost incurred outside the above categories shall be charged separately. This includes re-auditing or re-testing due to non-compliance with requirements and additional fees related outsourcing of independent CABs.

5. INVOICING

Each fee category shall be invoiced separately and the client shall pay only upon receipt of such invoice.

6. MODIFICATION TO THE FEE STRUCTURE

The fees mentioned in this document are subject to periodic review and modifications if necessary. The client shall be informed accordingly in case of modifications.

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