



**INSTITUTE FOR ACCREDITATION OF THE
REPUBLIC OF MACEDONIA**

*Regulation on Rates for the Services Provided by
the IARM*

Act: R 10

On the basis of Article 14, paragraph 1, indent 1 of the Law on Accreditation („Official Gazette of the Republic of Macedonia“, No. 120/09 and 53/2011) and Article 13, paragraph 2 of the Statute of the Institute for Accreditation of Republic of Macedonia, the Council of the Institute for Accreditation of the Republic of Macedonia, on the session of 04.11.2013, adopted the following:

**REGULATION ON RATES FOR SERVICES PROVIDED BY THE
INSTITUTE FOR ACCREDITATION OF THE REPUBLIC OF MACEDONIA**

1. General provisions

Article 1

This Regulation shall define the rates for the services provided by the Institute for Accreditation of the Republic of Macedonia (hereinafter: IARM).

An integral part of this Regulation shall be the tariff for costs for implementation of the accreditation system (hereinafter: the tariff).

2. Definition of the rates for the services

Article 2

The tariff shall be expressed in points.

The value of one point shall be EUR 0.5.

The value of EUR 1 (one euro) shall be calculated in MKD counter value according to the average exchange rate of the Central Bank of the Republic of Macedonia on the day of invoicing of service.

Article 3

If the services are performed outside the headquarters of the IARM, the travel costs (transportation, accommodation, per-diems) shall be covered by the applicant for accreditation.

Article 4

For transportation of employees of the IARM and/or of assessors and experts with the vehicle of the IARM, 30% of the price of the petrol – super (98 octane) per kilometer shall be charged.

Article 5

The reimbursement for costs according to this Regulation shall be paid to the IARM's account.

Article 6

The tariff for covering of costs related to the accreditation application shall encompass the following:

- Reception of the accreditation application;
- Short informative meetings
- Documents issued by the IARM in agreement with the client;
- Processing of the accreditation application and identifying opportunities for enforcement of the accreditation procedure;
- Preparation and organization of pre-assessment activities and first assessment activities;
- Preparation of the accreditation contract;
- Preparation of an accreditation certificate accompanied by an annex for the accreditation scope.

Article 7

The tariff for covering of costs related to the inspection of documentation shall encompass the following:

- Inspection of documentation on quality system;
- Inspection of technical documentation
- Short informative meetings
- Documents issued by the IARM in agreement with the client;
- Processing of documentation;

Article 8

The tariff for covering of costs related to surveillance of one laboratory/ certification/ inspection body shall encompass the following:

- Preparation and organizing surveillance
- Report on latest development and potential changes in the accreditation system;
- Reporting on the latest documents of the IARM and or other organizations for accreditation that are a subject matter of the contract with the client;
- Reporting on inter- laboratory comparisons and proficiency testing schemes;
- Updating the list of accredited bodies;

The tariff enclosed in Attachment 1 shall represent the annual tax for surveillance.

Article 9

The tariff for covering of costs for expansion of the accreditation scope shall encompass:

- Processing of application for the expansion of scope;
- Organizing of additional assessment for the purposes of scope expansion;
- Preparation and drafting of a new annex to the accreditation certificate;

Article 10

The tariff for covering of assessment costs (assessment day for one assessor or expert) shall entail:

- Preparation of the assessor for the pre- assessment and assessment activities,
- Supervision and reassessment,
- Assessment of the competency of the client on site,
- Preparation of a report,
- Monitoring of non-conformities/ verification of corrective actions (if any during assessment)

Article 11

For every specific procedure of accreditation the number of days and number of assessor and experts needed for the assessment (preparing for assessment, on-site assessment and activities after the on-site assessment) shall be determined by the Director, following the proposal by the lead assessor, and consultations with the appropriate head of the department/section and/or IARM's professional collegium and depend on the following: (1) scope of accreditation, (2) complexity of assessment, (3) complexity of area being assessed, (4) submitted documentation of client, etc.

Article 12

The rates for the services provided by the IARM (pre-assessment, initial assessment, surveillance, expansion, extraordinary assessment and reassessment) shall be calculated according to the tariff for assessment and provisions of this Regulation and shall be determined by the Director.

Article 13

The tariffs of Attachment 1 of this Regulation shall apply to applications of only one accreditation area (laboratories for calibration or testing, certification and inspection bodies) and for one accredited body or body initiating an accreditation procedure.

Two bodies shall be considered as independent if they do not have joint executive managerial team and/or do not have shared quality system.

Article 14

In cases when the beneficiary of services justifiably requests divergence from standard procedures causing additional costs for the IARM, the IARM shall determine the charge for covering the costs in agreement with the client.

Article 15

Covering of costs for participation in inter- laboratory comparisons or in other programs for proficiency testing of the client, upon request of the IARM, shall be covered by the accredited body.

Article 16

Rates for services for extraordinary surveillance shall be calculated on equal terms as the rates for the regular surveillance.

Article 17

The rates shall not include the Value Added Tax (VAT).

Article 18

The rates for other services of the IARM, not addressing the accreditation procedure and competence assessment shall be determined by the Director of the IARM following decisions adopted on non-profitable estimate basis.

The costs of the IARM for engagement of experts for the delivery of their services shall be agreed by contracts between the IARM and experts.

3. Transitional and final provisions

Article 19

By entering into force of this Regulation, the Regulation for Rates of Services Provided by the IARM of 31st August 2011 shall cease to apply.

Article 20

This Regulation shall be adopted following consent by the representatives of the founder, i.e. the Government of the Republic of Macedonia.

Article 21

This Regulation shall enter into force on the day of its adoption.

Date: 04th November 2013

Chairman of the Council

M-r Borce Razmoski

At the meeting of the Council of IARM on the 31 August 2011, the representatives of the founder meaning the Government of the Republic of Macedonia in the Council of the IARM consented to this Regulation.

Attachment 1
IARM service tariffs

Number	Description	Reference	Points
1.	Accreditation application	Article 6	200
2.	Inspection of documentation	Article 7	200
3.	Assessment (cost of one assessment day for one assessor or expert)	Article 10	400
4.	Retaining accreditation for one laboratory (annual tax) <ul style="list-style-type: none"> - Up to 25 accredited methods - From 26 to 100 accredited methods - Over 100 accredited methods 	Article 8	200 300 400
6a).	Retaining of accreditation for one certification body for products (annual tax) <ul style="list-style-type: none"> Up to 10 types of products/ processes/ services being certified Over 10 types of certifications of products/ processes/ services being certified 	Article 8	300 400
6b).	Retaining of accreditation of one certification body for management systems (annual tax) <ul style="list-style-type: none"> Up to 10 areas of economic sectors being certified Over 10 areas of economic sectors being certified 	Article 8	300 400
6c).	Retaining of accreditation of one certification body for persons (annual tax) <ul style="list-style-type: none"> Up to 2 categories of persons being certified Over 2 categories of persons being certified 	Article 8	300 400
7.	Retaining of accreditation for one inspection body (annual tax) <ul style="list-style-type: none"> Up to 10 inspection areas Over 10 inspection areas 	Article 8	200 300
8.	Expansion of the accreditation scope	Article 9	150