



**DM Third Party Certification System Through Factory Assessment Fee Structure**

**Dubai Central Laboratory- Inspection And Certification Section**

Doc. Ref :RD-DP21-2097(IC)

Rev. No.: 3

Issue Date :13/08/2009

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Issue Date	Rev. No.	Summary Of Amendments
17/02/2005	0	Final Draft
11/01/2006	1	Issue for use
08/06/2008	2	Marking fee of 1% changed to lump sum
13/08/2009	3	Document reference number and format is changed according to the new IMS

Prepared by

Authorized by

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**1. SCOPE**

This document gives details of the fees involved in the granting of the License to use the DCL Conformity Mark as per the General Rules for the DM Third Party Certification System through Factory Assessment, **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 Dhs 174/man-hour as provided for in DM Local Order 5/2001.

**3. FEE CATEGORIES AND TERMS OF PAYMENT**

All fees shall be paid to Dubai Central Laboratory Department, Dubai Municipality.

S/N	Type of Fee	Details	Terms of Payment	Fee
3.1	Application Fee	This fee will cover the preliminary evaluation of the application and the supporting documents. Upon completion of the preliminary evaluation, the applicant shall receive a comprehensive proposal and cost estimates for carrying out the certification process.	This fee shall be paid upon acceptance by DCLD of the application.	Dhs 522 + Dhs 174 per product
3.2	Initial Assessment Fee	This fee will cover the initial assessment of the factory, including the adequacy audit of the relevant factory quality documentation, audit of the factory, and sampling of the product for the purpose of initial product evaluation, and reporting of results. The applicant shall receive an initial assessment report upon completion.	The fee shall be paid prior to the conduct of the initial assessment.	Dhs 174 per man-hour
3.3	Certification and First Year Surveillance Fee	This fee will be applicable only after a satisfactory result is obtained in the initial factory assessment and initial product testing. The fee will cover the administrative costs in the preparation, issuance and maintenance of the certification license including the planned surveillance activities during the first year.	The fee shall be paid after completing the initial assessment and prior to the issuance of the Certification License.	Dhs 174 per man-hour
3.4	Annual Renewal and Surveillance Fee	This fee is for the annual renewal of the certification license subject to the continuing compliance with the requirements of the certification system.	The fee shall be paid prior to the renewal of the Certification License.	Same as [3.3]

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3.5	Testing	These fees are for the cost of testing of the products related to the initial assessment and to the surveillance activities. These fees are in accordance with the fee schedule of the laboratory.	The fee shall be paid in accordance with the terms of payment of the independent laboratory.	As per Fee schedule of the lab.
3.6	Marking Fee	This fee is for the use of the DCL Conformity Mark. The fee shall be a fixed amount that will be used to cover the Certification Body expenses for promoting public awareness for the DCL Conformity Mark.	The fee shall be paid prior to issuance or renewal of the Certification License.	AED 50,000 per year

**4. CERTIFICATION FEES FOR PRODUCTS COVERED BY DM REGULATIONS**

For products that are covered by DM regulations, the fees to be paid shall be in accordance with the provisions of that regulation. If the regulation does not specify any fee, the fees mentioned in this document shall apply.

**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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