

IAQG OASIS Fee Schedule - Details & Clarification

Certificate/Audit Type	Fee (in USD)
91XX initial certificate	\$700.00
91XX recertification certificate	\$700.00
91XX certificate transfer*	\$700.00 per transfer per certificate
91XX certificate modification including adding a new site	\$300.00
Data Mass Transfer Convenience Fee: 91XX optional mass transfer service (available to CBs only)*	\$2500 minimum for first 100 transferred certificates \$10 for each certificate thereafter

*Effective 1 January 2025 for transfers

Policy

1. Certification Invoicing

- a. Invoicing is generated for any standards where a certificate is issued (currently 9100, 9110, 9120). Invoicing is initiated once the certificate is published in the IAQG OASIS platform.
- b. Single certificates with multiple standards will be invoiced as individual certificates. Organizations certified to more than one standard will incur a certification fee per certified standard.
- c. All certificate invoices are issued to the Certification Body.

2. Payment Terms

- a. The IAQG payment terms are 30 days from the invoice date.
- b. Any invoice or balance over 60 days will be subject to a late payment fee of \$25 USD.
- c. The IAQG accepts multiple payment options (such as credit card, PayPal, wire transfer, etc.) as agreed by the IAQG Treasurer.
- d. At the IAQG's discretion, a grace period may be invoked based on unusual circumstances.

3. Refunds and Credits

- a. The IAQG operates with a no-refund policy.
- b. For invoice inaccuracies or erroneous payments, the Certification Body will receive the appropriate credit in their account.
- c. No refunds or prorated amounts will be issued to the certificate holder or Certification Body if the certified supplier surrenders their certificate.

4. Certificate Modifications and Transfers

- a. Certificate modification fees include, but are not limited to, changes such as new site addition/deletion, scope changes, or address changes.
- b. No modification fee will be charged for typographical error corrections, post office-mandated changes, CB/AB logo changes, certificate effectivity dates, or CB address changes.
- c. CBs can transfer individual certificates through OASIS with fees applied per certified standard.
- d. The IAQG offers an optional mass transfer service to CBs which includes the individual certificate transfer fees plus the mass transfer service fee.

Example Scenarios

Certificate Modifications and Transfers

Scenario 1 – Supplier is recertified, which includes a site move resulting in a change of address to a site (not a post office update): \$700 recertification fee plus \$300 certificate modification fee. Total \$1,000.

Scenario 2 – Certificate transfer activity requires a \$700 transfer fee. New CB notices and corrects grammatical errors on reissued (transferred) certificates. There is a \$700 fee for certificate transfer. There is no fee for the correction; it is only for the transfer. Total \$700.

Scenario 3 – Certified supplier removes one site. This would be considered a stand-alone certificate modification activity, and a certificate modification fee of \$300 applies. Total \$300.

Scenario 4 – Certificate transfer activity. The certified supplier removes one site, changes their primary address, and adds scope to their certificate. The transfer fee is \$700, plus a \$300 certificate modification fee. Total \$1,000.

Scenario 5 – The certified supplier moves from one certification body to a different certification body with 40 certificates resulting in certificate transfers. The new CB chooses to complete the transfer using the mass transfer process (Data Mass Transfer Convenience Fee). The transfer fee is \$700 for each certificate which is \$28,000, plus a Data Mass Transfer Convenience Fee of \$2500. Total is \$30,500.

Scenario 6 – Certificates issued as part of a recertification activity where no additional certificate updates are required (other than certificate effectivity dates and other non-billable items described in the policy) will NOT be charged the certificate modification fee of \$300. The total fee in this case is \$700.

Scenario 7 – Certificates modified for any reason other than those listed in the policy statements WILL incur a \$300 modification fee. This fee will apply regardless of whether the certificate modification was associated with a recertification or transfer audit.

Certification Invoicing

Scenario 8 – Supplier has an initial certification for a single standard which includes multiple sites resulting in a \$700 fee for initial certification. Total \$700.

Scenario 9 – Fee schedule pricing is per certified standard, not per certified supplier. For example, if a supplier holds a 9100 and 9120 certificate, assessed fees will total \$1400; a \$700.00 fee assessed for the 9100 standard plus a \$700.00 fee assessed for the 9120 standard. This is applicable even if the CB issues a single integrated certificate.

25 November 2024