

**IECEE**

**CB-SCHEME**

**OD-CB2026-Ed.1.4**

**OPERATIONAL & RULING DOCUMENTS**

## **Finances**

**OD-CB2026-Ed.1.4**

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# IEC System for Conformity Testing and Certification of Electrotechnical Equipment and Components CB Scheme

## 1 ANNUAL DUES

Invoices are issued by the IECEE Secretariat on January of each year and forwarded to the IECEE Member Bodies.

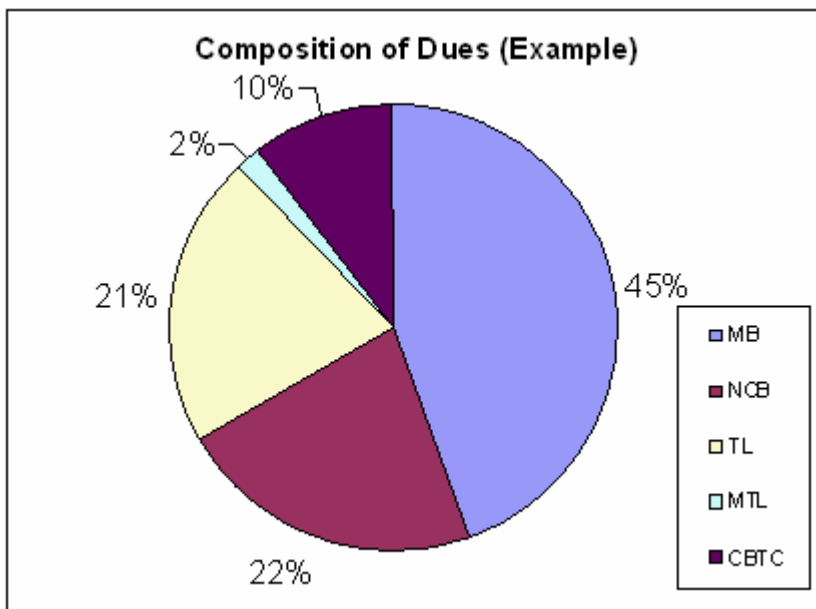
IECEE Member Bodies are requested to settle their annual dues by March 31<sup>st</sup> of the same year at the IECEE account.

*Note 1: In some organisations the fiscal year is such that the settlement is waved later in the first half of the current year. These exceptions are permitted upon written request.*

Calculation method for the annual dues:

The total of the annual dues will be proposed and endorsed at the annual CMC Meeting and submitted to CAB for formal Approval.

- Member Bodies are subjected to a flat Annual Dues (2000 CHF).
- The dues for a NCB depend on the number of its CBTLs, MTLs and issued CBTCs.
- Approximately 40% of the total Annual Dues are based on the number of participating NCBs/CBTLs in the Scheme. The weight ratio NCBs/CBTLs in the calculation is set to 4:1.
- 2% of the total Annual Dues are based on the number of MTLs (all types of MTLs).
- 10% of the Annual Dues are based on the number of issued CBTCs of the NBCs in the year prior of the calculation.



The final calculation for the National Dues will be made by the end of December seeing that among the factors of the calculation there are the number of CBTLs and MTLs of an NCB.



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### 2. APPLICATION FEES

An application fee shall be paid by new Member bodies, NCBs and CBTLs applying to join one of the Schemes of the IECEE and by already recognised NCBs and CBTLs applying for extension of scope, in order to cover the administrative work generated by the application.

The following Application fees shall be paid:

- For Membership in the IECEE: CHF 3'000 per Member country
- For participation in one of the Schemes: CHF 1'000 per NCB and CHF 1'000 per CBTL
- For extension of scope: CHF 1'000 per NCB and CHF 1'000 per CBTL when the extension of scope is for a new product category/series
- CHF 500 for each extension of scope per NCB and CHF 500 per CBTL when the extension of scope is for a new part-2 in a currently operated series/product category.
- For transfer of responsible NCB CHF 1'000 per CBTL being transferred
- For transfer of responsible Main CBTL CHF 1'000 per ACTL being transferred
- For re-location of a CBTL CHF 1'000 per CBTL

Invoices are issued by the IECEE Secretariat upon notification of provisional acceptance of the applications and forwarded to the relevant NCBs even if the application concerns CBTL(s).

NCBs are requested to settle the application fees 30 days after receipt of the relevant invoice to the IECEE account:

*Note 1: The application and related administrative or peer assessment process is contingent upon the settlement of the application fees.*

### 3. PEER ASSESSMENTS FEES

Peer Assessment activities shall be invoiced by the Organisations (NCB or CBTL) employing the Assessors and shall be sent to:

- a) The NCB when the latter is being assessed
- b) The NCB responsible of the CBTL when the latter is being assessed.

Invoice basis:

Assessment Fees Lead Assessor 1250 CHF per day(s)

Assessment Fees Expert Assessor 1000 CHF per day(s)

Traveling Time Lead Assessor 1250 CHF per journey

Traveling \*Time Expert Assessor 1000 CHF per journey

Air Ticket class shall be based on full "Y" class fare.

**Please refer to OP-ACAG 005 - Costs Related to Peer Assessment and make sure that you provide your travel cost estimate to the organization to be assessed in due time before the on-site assessment.**

\*Traveling time is charged for at the maximum of one assessor day for each journey.



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Please refer to OP-ACAG 005, Estimated expenses and fees form shall be:

- a. Filled in by each assessor in due time before the on-site assessment.
- b. Sent to the organization to be assessed (with copy to the IECEE Secretariat).
- c. Approved by the Assessed Organisation prior to the on-site assessment (with copy to the IECEE Secretariat).

### 4. SURCHARGE

Requirements for the surcharges are determined in sub-clause 6.1.4 in the Rules of Procedure, Publication IECEE 02:

"An applicant in a country with no Member Body of the IECEE and an applicant acting on behalf of a manufacturer in such a country shall pay a contribution to the costs of the IECEE in the form of a surcharge for each CB Test Certificate issued, the amount to be decided by the CMC. The surcharge is to be collected by the NCB handling the application, and remitted to the IECEE account."

The following table shows the different combination of Applicant "A", Manufacturer "M" and Factory "F" that are subjected to surcharge. (150 CHF each, **as of 2009-01-01 100 CHF each**).

Implementation of this table is effective by January 1st 2003.

In a member Country	In a non-member Country	Surcharge
AMF	None	no
A M F	F	yes
A M F	M	yes
A M F	M F	yes
AM	M	yes
AM	MF	yes
AM	F	yes
AF	M F	yes
AF	M	yes
AF	F	yes
MF	A M F	yes
MF	A M	yes
MF	A F	yes
MF	A	yes
F	A M F	yes
F	A M	yes
F	A F	yes

The IECEE Secretariat issues invoices once a year in conjunction with the consolidation of the statistics related to the CB Test Certificates issued by the NCBs.

NCBs are requested to settle the surcharge fees 30 days after receipt of the relevant invoice to the IECEE account.



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Please note that products/equipment/components falling under multi Brand Names/Trade Marks must be handled in such a way that your Certification Department issues one Brand Name per CB Test Certificate.

For those cases where the Surcharge applies, please note that the surcharge would also apply for each CB Test Certificate issued in line with the general CMC decision regarding the application of surcharges.

EXAMPLE:

PRODUCT: Point of Sale terminal Model 8888 and 8889 3 CB Test Certificates : US/9054C/UL Brand Name IBM => US/9055C/UL Brand Name DELL => US/9056C/UL Brand Name HP =>	1 Surcharge for IBM 1 Surcharge for DELL 1 Surcharge for HP
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**5. TRF COMPENSATION**

The CMC may decide to financially compensate TRF originators based on recommendation of the Secretary tabled at the IECEE-CMC meeting each year.

The amount of compensation may vary depending on the results of the accounts of the financial year.

Once the Financial compensation is approved by the CMC, the relevant NCBs will have to send an invoice corresponding to the agreed compensation amount to the IECEE Secretariat.

The IECEE Secretary will than settle the NCBs accounts by transferring the amount to the accounts as indicated by the NCBs.

The amount of compensation is decided by the Secretary and based on the following factors:

1000 CHF per each TRF made from scratch, i.e. New Standard

500 CHF per each TRF based on a new edition of an existing TRF/Standard

200 CHF per each TRF updated against a significant Amendment of the standard

**6. CTL PROFICIENCY TESTING PROGRAMS**

The costs related to the participation of the CBTLs at the relevant Proficiency Testing Program is settled on-line during the registration of the relevant CBTL through the PTP Provider's WEB, IFM Australia, under the following URL:  
[http://www.ifmqs.com.au/order%20form\\_ifm\\_proficiency\\_testing\\_programs.htm](http://www.ifmqs.com.au/order%20form_ifm_proficiency_testing_programs.htm)



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**7. CTL WORKSHOPS**

The invoice related to the CTL Workshops provided to the participating CBTLs will be sent by the PTP provider, IFM Australia, to the relevant CBTLs or to the responsible NCB if so agreed with IFM Australia

**8. CONDITIONS FOR PARTICIPATION FROM OFFICERS IN EVENTS and FUNDING FROM OUTSIDE**

The participation as a speaker of the Executive Secretary and the Officers in events such as Conferences, Seminars, Workshops, Forum of discussion, etc... shall be compatible with promoting the IEC and IECEE Schemes and operations and so that IECEE is not be subjected to any expenses that is not directly connected with IECEE activities and promotion.

Funding from outside Organisations shall be carefully considered in order to maintain the IECEE's independence and impartiality and to prevent the IECEE from being subjected to any undue pressure.

**9. IECEE account:**

Bank: UBS SA Geneva  
Case postale 2600  
CH-1211 Geneva 2  
Account N°: 240-C0800907.4  
Swift: UBSWCHZH12A  
IBAN :CH46 0024 0240 C080 0907 4