

 GOVERNMENT OF DUBAI	<b>Organization/Unit:</b> إدارة مختبر دبي المركزي Dubai Central Laboratory Department	الوحدة التنظيمية:	 بلدية دبي DUBAI MUNICIPALITY
	<b>Document Title:</b> DM Third Party Certification Scheme by Batch Testing – Fee Structure	عنوان الوثيقة:	
	<b>Doc Ref.</b> DM-DCLD-RD-DP20-1098 (IC)	رقم الوثيقة :	

Issue Date	Rev. No.	Summary Of Amendments
10/03/2004	1	Issue for use
12/11/2007	2	Rates for factories outside Dubai added as Annex 1.
03/09/2019	3	Document reference number and format is changed according to the new IMS
14/02/2018	4	Reformatted headers and footers as per new DM template
27/03/2019	5	Updated format as per new DM logo
06/09/2020	6	Updated for the new numbering system and followed terminology and changing font type.

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Date of Issue : 06/09/2020	Rev. No. : 06
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## 1. SCOPE

This document gives details of the fees involved in the DM Third-party batch certification scheme as per DM-DCLD-RD-DP20-1001 (IC) “General rules for DM third-party product certification scheme through batch testing”.

## 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	Supplier Registration Fee	This fee will cover the preliminary evaluation of the application and the supporting documents, including the initial visit to the factory/yard, in order to register a supplier of the product subject to batch certification.	This fee shall be paid upon acceptance of the application.	Dhs 522 + Dhs 174 per product
3.2	Initial Sampling Fee	This fee will cover the sampling of the product for the purpose of initial product testing and evaluation.	The fee shall be paid prior to the conduct of the sampling.	Dhs 174 per man- hour
3.3	Initial Testing Fees	This fee is for the cost of testing of the products related to the initial product testing and evaluation.	The fee shall be paid in accordance with the terms of payment of the designated laboratory.	As per Fee schedule of the lab.
3.4	Batch Testing Fee	This fee is for the cost of the routine testing of the batch that is subject to certification.	The fee shall be paid in accordance with the terms of payment of the designated laboratory.	As per Fee schedule of the lab.
3.5	Batch Certification Fee	This fee refers to the cost of issuing the individual certificate for the batch that is subject to certification.	The fee shall be paid prior to the issuance of the batch certificate.	Dhs 68 per certificate
3.6	Travel time	This fee shall be charged whenever there is an activity involving traveling to the yard or factory (for the purpose of inspection, sampling, or surveillance visit)	The fee shall be paid as per actual time involved.	Dhs 174 per man- hour

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#### 4. INVOICING

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

#### 5. 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.

### Annex 1 Rates for Factories outside Dubai

ISSUE DATE: 17-10-2007

Rates of charges for certification of blocks under Local Order 44/1990				
S/N	Fee Details	Dubai Factories	External Factories with Yard in Dubai	Factories Located Outside Dubai
1	Sampling fee	AED 5.2/block	AED 10.4 /block	AED 10.4/block
2	Travel charges @ AED 87/man-hr	0.5 to 1.0 man-hrs	1 to 2 man-hrs	9.6 man-hrs
3	Certification fee	AED 34/certificate	AED 68/certificate	AED 68/certificate
4	DCLD Testing fee (as per Test Code lab time)	AED 87/hr	AED 174/hr	AED 174/hr

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