

CAEQ FEE SCHEDULE

Effective as of January 2012

(Appendix C of the Internal Regulations Pertaining to Accreditation for Certifiers)

A) Accreditation Service Fee Schedule

The CAEQ provides accreditation services to bodies that certify agricultural food products and foods subject to regulations for the following fields of certification:

- FIELD P: Production Methods (including organic method of production)
- FIELD O: Geographic Origins (DO and PGI)
- FIELD S: Specificity

It also provides accreditation services to bodies that certify that products are compliant with private specification manuals, under voluntary compliance assessment systems.

Type of service	Registration, maintenance and renewal fees	Document assessment fees	On-site audit fees (applicable to all types of services)
<i>Registration in accreditation program for first field of certification</i>	\$7,000 CAD when the body does not have any accreditation that meets ISO 65 requirements for certification of agricultural products and foods in a certification field that is already included in the CAEQ accreditation services.	Costs included in registration fees	For time related to assessment work : Per diem of \$585 CAD per auditor Per diem of \$450 CAD per junior auditor member of an audit team Hourly rate of \$45 CAD for travel time of any auditor
	\$4,000 CAD when the body has ISO 65 accreditation that meets certification requirements for agricultural products and foods, issued by an authorized accreditation body, in a certification field that is already included in the CAEQ accreditation services.		
	\$ 2,000 CAD when the body transfers an ISO65 accreditation from another accreditation body for a scope comprising a certification field that is already included in the CAEQ accreditation services.		
<i>Continued accreditation granted</i>	a) Certification activities carried out in the province of Québec: \$1,500 CAD annually + 15% of the amounts billed by certification bodies during the previous calendar year to Quebec operators holding a compliance certification for products bearing a reserved designation in Québec*. b) Certification activities carried out outside of Québec or for private specifications manuals: no flat fee. Only variable fees set according to the number of certificates issued by the certifying body for operation sites where products are produced and certified to a standard included in the accreditation scope, at a cost of \$50 CAD per file, from a minimum of \$200 CAD and up to a maximum of \$5,000 CAD	Costs included in maintenance fees except in the case of extraordinary events involving defaults on the part of the body (see policy ACA2PL9101)	Accommodation and travel costs according to policies in effect A deposit equivalent to 70% of the estimated costs is charged before the audit N.B. When assessment work is subcontracted to another organization, the on-site audit fees correspond to subcontracted organization charges plus administration fees of 10%
<i>Renewal at end of accreditation period</i>	\$4,000 CAD	Costs included in renewal fees	When assessment work is subcontracted to another organization, the on-site audit fees correspond to subcontracted organization charges plus administration fees of 10%
<i>Major extension to accreditation scope **</i>	\$2,000 CAD	Costs included in extension fees	
<i>Minor extension to accreditation scope***</i>	No fees	Hourly rate of \$85 CAD	

* **Amounts billed by certification bodies to operators:** Include among others the fees charged for evaluation in order to certify products, maintain certification and issue certificates or other compliance certificates to all companies licensed by the certification body, if they manage at least one operation site in Québec, and if their products are subject to a Board-approved specification manual and included in the certification body's accreditation scope. Revenue from companies whose operation sites are all pre-certified are excluded.

The above-mentioned amounts must be declared by the certification body in accordance with the latest directive issued by CAEQ about the payment of this fee.

On invoices to operators, certification bodies shall indicate that the amount includes the CARTV accreditation fee.

** **Major extension:** addition of new accreditation scope to control product within a *certification field that is different* than those for which the body was already accredited, such as certification based on an additional reference manual for designation of product origins (Field O). The actual accreditation scope only covers certification of products based on a reference manual for products derived from organic production (Field P).

*** **Minor extension:** addition of new accreditation scope to control products within the *same field of certification*, such as certification based on an additional reference manual for organic production methods (Field P), if the body's accreditation scope already includes one or more reference manuals for the certification of products derived from organic production methods or certification based on an additional reference manual for geographic regions (Field O), if the scope of the body's accreditation already includes one or more reference manuals for certification of geographic product origins (DO and PGI).

B) Applicable fees for other services

Type of service	Applicable fees for each service	Document evaluation fees
Analysis of differences between a private standard and the national standard of a given country	N.A.	Hourly rate of \$85 CAD A deposit equivalent to 70% of the estimated costs is charged before beginning the work
Appeal made by a certifier to an administrative authority regarding an adverse decision made by the Accreditation Committee	\$500 CAD	Hourly rate of \$85 CAD (refundable if decision is overturned)
Appeal made by a company to the Accreditation Committee following an adverse decision made by an accredited certifier (Quebec only)	\$250 CAD	Hourly rate of \$85 CAD (non-refundable)

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