

Decree No. 45/2015 (XII.30.) NGM

Effective as of: 22 April 2017

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On the Administrative Service Fees Payable for the Procedures of the a
National Accreditation Authority

Pursuant to the authorisation granted on the grounds of Article 14 (3) of Act CXXIV of 2015 on national accreditation, acting within my scope of duties set forth under Points 1 and 9 of Article 90 of Government Decree 152/2014 (VI. 6.) on the scope of tasks and authority of government members, in regard to Article 6, pursuant to authorisation granted under Point b) of Article 31(2) of Act CXXX of 2010 on legislation, acting within my scope of duties set forth under Points 1 and 7 of Article 90 of Government Decree 152/2014 (VI. 6.) on the scope of tasks and authority of government members

I hereby enact the following:

1. Administrative Service Fees of the Accreditation Procedure

Article 1 (1) Organisations and individuals listed in Article 5(1) of Act CXXIV of 2015 on national accreditation (hereinafter National Accreditation Act) shall pay the administrative service fee (hereinafter accreditation fee) set forth in Annex 1 for the accreditation procedure, extension of scope of accreditation and the surveillance procedure initiated upon request.

(2) The fee charged for the recognition of foreign accredited status is 100,000 HUF.

(3) The fee charged for the accreditation procedure aimed at designation according to Act CXXXIII of 2009 on the activity of conformity assessment organisations is equivalent to one and half times of the accreditation fee charged for the type of organisation best aligned to the conformity assessment activity applied for and specified in the act constituting the object of designation from amongst the organisations specified in Article 5(1) of the National Accreditation Act, to which 30% of the accreditation fee of additional types of organisations relating to the conformity assessment activity applied for is added.

(4) Annex 1 shall be applied according to type of organisation in the case of the accreditation fee charged for accreditation applied for in a flexible scope providing that the detailed scope submitted in the application shall be taken into account for determining the field.

(5)¹In the case of the concurrent accreditation of two or more systems of a management systems certification body, 50% of the fee charged for the accreditation of every additional management system certification shall be added to the accreditation fee specified in Point 6.1 of Annex No. 1 (hereinafter: base fee). When determining the base fee, in the first area, the number of EMS IAF codes should be considered first in any case. If the application does not concern a QMS area, the fee shall be established with attention to the management system containing the larger number of IAF codes.

(6) The administrative service fee charged for the surveillance procedure (hereinafter: surveillance procedure) is equivalent to 40% of the accreditation fee.

(7) The accreditation fee specified in Annex 1 shall increase by 10% per site in the case of accreditation procedures requested for several sites.

Article 2 The National Accreditation Authority (hereinafter: Authority) shall separately record and manage administrative service fees from its other revenues.

2. Rules on Fee Payment

Article 3 (1) The accredited organisation and individual (hereinafter jointly referred to as applicant) shall pay the accreditation fee charged for the accreditation procedure, the surveillance fee and the accreditation fee charged for extension of scope of accreditation concurrently to submitting the application in cash to the Authority's payment account number 10032000-00335962-00000000 (hereinafter: cash payment order) or by means of transfer (hereinafter transfer order) between the payment accounts.

(2) The applicant must pay the accreditation fee charged for the recognition of foreign accredited status concurrently to submitting the application into the Authority's payment account specified above under Paragraph (1) via a cash payment order or transfer order.

Article 4 In regard to the fees determined within the scope of this decree

a) provisions set forth under Points a) and b) of Article 28(2) and Article 28(3) of Act XCIII of 1990 on fee payment obligations and duties (hereinafter Duties Act),

b) Article 31(1) of the Duties Act to determine the scope of entities required to pay must be applied on condition that wherever the Duties Act refers to duties, this shall be understood as a fee.

3. Closing Provisions

Article 5 This decree shall enter into force on 1 January 2016.

Article 6² Article 1 (5) and Annex No. 1 established in Decree No. 2/2017. (III. 22.) NGM (hereinafter: Amended Decree) on the amendment of Decree No. 45/2015. (XII. 30.) NGM on the administrative service fees payable for the procedures of the National Accreditation Authority shall be applied also to procedures in process at the time of entry into force of the Amended Decree³.

Annex No. 1 to Decree No. 45/2015 (XII. 30.) NGM⁴

Administrative Service Fees Payable for the Accreditation Procedure (HUF)

1. Testing laboratories:

Staff size					
Field	1–2	3–5	6–10	11–15	16–20
1–15	350 000	490 000	660 000	710 000	770 000
16–50	390 000	630 000	720 000	790 000	850 000
51–100		700 000	780 000	850 000	940 000
101–200		770 000	850 000	930 000	1090 000

201–350		870 000	980 000	1070 000	1220 000
351–600			1 090 000	1 200 000	1 370 000
601–1000			1 210 000	1 330 000	1 430 000
>1000				1 480 000	1 730 000

Staff size				
Scope	21–30	31–60	61–100	>100
1–15				
16–50	910 000	1 000 000		
51–100	1000 000	1 100 000	1 220 000	
101–200	1 130 000	1 200 000	1 310 000	1 430 000
201–350	1 280 000	1 300 000	1 430 000	1 560 000
351–600	1 430 000	1 420 000	1 560 000	1 710 000
601–1000	1 560 000	1 560 000	1 740 000	1 910 000
>1000	1 740 000	1 820 000	1 960 000	2 170 000

1.1. The size of the staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field.

1.2. The scope is to be determined on the grounds of the number of assessment procedures to be accredited performed in the testing laboratory and at the site, as well as

– the total number of sampling procedures to be accredited if the testing laboratory also applies for the accreditation of sampling.

2. Sampling organisations:

Staff size					
Scope	1–2	3–5	6–10	11–15	>15
1–5	440 000	530 000	610 000	730 000	
6–10	570 000	630 000	740 000	930 000	1 180 000
>10		710 000	880 000	1 140 000	1 330 000

2.1. The size of the staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field.

2.2. The scope is to be determined on the grounds of the number of sampling procedures to be accredited.

3. Calibration laboratories:

Staff size					
Scope	1–2	3–5	6–10	11–15	>15
1–2	320 000	350 000	420 000		
3–5	390 000	420 000	480 000	530 000	
6–10	480 000	530 000	600 000	630 000	680 000
11–20	570 000	610 000	670 000	700 000	740 000
21–30		660 000	740 000	770 000	810 000
>31		740 000	790 000	830 000	880 000

3.1. The size of the staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field.

3.2. The scope is to be determined on the grounds of the number of calibration procedures to be accredited performed in the calibration laboratory and at the site.

4. Proficiency test providers:

Staff size		
Scope	2–5	>5
1–5	440 000	530 000
>5	570 000	660 000

4.1. The size of the staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field.

4.2. The scope is to be determined on the grounds of the number of programmes to be accredited operated in the various fields.

5. Product certification bodies:

Staff size					
Scope	3–5	6–10	11–15	16–20	>20
1–10	530 000	700 000	770 000	850 000	

11–20	600 000	770 000	950 000	920 000	1 010 000
21–50	670 000	840 000	1 025 000	1 130 000	1 090 000
51–100	750 000	1 050 000	1 100 000	1 220 000	1 180 000
101– 200	830 000	1 150 000	1 200 000	1 310 000	1 280 000
201– 350	960 000	1 250 000	1 300 000	1 400 000	1 380 000
351– 600		1 370 000	1 250 000	1 330 000	1 490 000
>600		1 310 000	1 360 000	1 440 000	1 620 000

5.1. The size of the staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field.

5.2. The scope means the number of products or product groups, to be certified constituting the subject of accreditation, where one product group contains only products of identical certification requirements.

6. Management systems certification bodies:

6.1. In the case of management systems applied to multiple areas (quality management system, environment management system, occupational health and safety assessment series, food safety management systems, AQAP system, energy management systems, etc.):

Staff size	3–5	6–10	11–15	16–20	>20
Scope					
1–5	570 000	702 000			
6–10	860 000	1 040 000	1 115 000	1 260 000	
11–20	1 130 000	1 290 000	1 400 000	1 470 000	1 540 000
21–39		1 450 000	1 550 000	1 620 000	1 710 000

6.1.1. The size of the staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field, also including the auditors of the verification body.

6.1.2. The scope means the number of IAF codes enlisted in the Annex of the document on the list of accreditation scopes issued by the International Accreditation Forum. In case of food safety management system, the scope means the number of main categories enlisted in the applicable standard, in energy management systems it means the number of economic areas enlisted in the applicable standard.

6.1.3. In case of other management system (quality management system, environment management system, occupational health and safety assessment series, energy management system, AQAP system, etc.), scope means the number of IAF

codes to be accredited from among IAF codes 1–39 enlisted in the Annex to the accreditation scopes issued by the International Accreditation Forum.

6.2. In case of special management systems applied to one area (information security management systems, quality management system of medical device manufacturing organisations, Hungarian health care standards):

Staff size	3–5	6–10	11–15	16–20	>20
	750 000	820 000	920 000	1 010 000	1 230 000

6.2.1. The size of the staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field, also including the auditors of the verification body.

7. Persons certification bodies:

Staff size					
Scope	3–5	6–10	11–15	16–20	>20
1–2	520 000	570 000	610 000	650 000	700 000
3–5	780 000	820 000	860 000	20 000	980 000
6–10		960 000	1020 000	1 070 000	1 112 000
10–15		1 160 000	1 210 000	1 260 000	1 330 000
>15				1 440 000	1 530 000

7.1. The size of the staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field, including the auditors, testers of the verification organisation.

7.2. The scope represents the number of persons certification types to be accredited.

8. Inspection bodies:

Staff size					
Scope	1–2	3–5	6–10	11–15	16–20
1–2	440.000	470 000	510 000	570 000	650 000
3–5	480 000	540 000	590 000	650 000	730 000
6–15	530 000	610 000	660 000	730 000	810 000
16–30		690 000	760 000	820 000	900 000
31–50			860 000	930 000	1 000 000
>50				1 050 000	1140 000

Staff size				
Scope	21–30	31–60	61–100	>100
1–2				
3–5				
6–15	900 000	990 000	1 070 000	1 160 000
16–30	990 000	1 080 000	1 170 000	1 260 000
31–50	1 080 000	1 180 000	1 270 000	1 350 000
>50	1 220 000	1 310 000	1 400 000	1 490 000

8.1. The size of the staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field.

8.2. The scope is to be determined on the grounds of the inspection procedures to be accredited.

9. Reference material producers:

Staff size		
Scope	2–5	>5
1–5	331 000	375 000
6–20	398 000	464 000
>20	530 000	618 000

9.1. The accreditation fee presented in the table exclusively refers to reference material production and does not include the accreditation fee of laboratory tests required for determining the certified value.

9.2. The size of the staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field.

9.3. The scope is to be determined on the grounds of the number to be accredited from amongst the reference materials produced.

10. Organisations and individuals verifying the Eco-management and Audit Scheme (EMAS):

10.1. Accreditation procedure

Staff size					
Scope	2–5	6–10	11–15	16–20	>20

1–15	660 000	720 000	790 000	860 000	1 020 000
16–30	750 000	810 000	880 000	960 000	1 050 000
31–50	830 000	920 000	1 010 000	1 120 000	1 220 000
51–100	1 010 000	1 120 000	1 190 000	1 270 000	1 360 000
101– 200		1 230 000	1 310 000	1 410 000	1 510 000
>200			1 450 000	1 540 000	1 670 000

10.1.1. The size of staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field, including the auditors of the organisation.

10.1.2. The scope means the number of sectoral classification codes in accordance with the Communication of the Hungarian Central Statistical Office No. 9002/2007 (SK 3) KSH on the standard sectoral classification system of economic activities issued by the president of the Hungarian Central Statistical Office.

Scope	Individuals
1–15	350 000
16–30	390 000
31–50	440 000
51–100	480 000

10.1.3. The scope means the number of sectoral classification codes in accordance with the Communication of the Hungarian Central Statistical Office No. 9002/2007 (SK 3) KSH on the standard sectoral classification system of economic activities issued by the president of the Hungarian Central Statistical Office.

10.2. Audit of environmental verification organisations and individuals accredited in other EU member states during their activity carried out in Hungary:

Scope	Verifying organisation	Individuals
1–5	130 000	70 000
>5	180 000	130 000

10.2.1. The size of staff of the organisation is to be determined on the grounds of the number of individuals employed or otherwise contracted for the activity to be accredited and in the given field, including the auditors of the organisation.

10.2.2. The scope means the number of sectoral classification codes in accordance with the Communication of the Hungarian Central Statistical Office No. 9002/2007 (SK 3) KSH on the standard sectoral classification system of economic activities issued by the president of the Hungarian Central Statistical Office.

11. Organisations verifying greenhouse gas emissions:

Staff size	2–3	4–5	6–7	8–9	10–11	12–13	14–15	>15
Scope								
1a, 1b, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11	720 000	850 000	970 000	1 100 000	1 230 000	1 360 000	1 480 000	1 910 000
12, 98, 99	850 000	1 020 000	1 190 000	1 360 000	1 520 000	1 690 000	1 020 000	2 290 000
1a and 1b combined (which, in accordance with Commission Regulation (EU) No. 600/2012 also includes the 1a group of activities)	1 150 000	1 360 000	1 560 000	1 760 000	1 970 000	2 170 000	2 370 000	3 050 000

11.1. The size of the staff of the organisation is to be determined on the grounds of the number of EU Emissions Trading System (EU ETS) lead auditors, EU ETS verification experts, technical experts and independent reviewers employed or otherwise contracted for the activity group to be accredited. The quality manager, the internal auditor, as well as individuals performing management review must equally be included in the size of the staff of the organisation.

11.2. In accordance with Directive 2003/87/EC of the European Parliament and of the Council, the scope represents the groups of activities enlisted in Annex 1 to Commission Regulation (EU) No. 600/2012 of 21 June 2012 on the verification of greenhouse gas emission reports and tonne-kilometre reports and the accreditation of verifiers; specific scopes of application are presented within activity groups.

11.3. The fee must be paid for each individual product group and scope of application separately. The verification organisation is entitled to a 5% discount based on the number of product groups under which the accreditation scopes of application applied for are classified. The percentage discounts are aggregated; therefore, the discount percentage calculated shall be deducted from the fee charged for the first accreditation scopes of application within the specific activities groups. The fees charged for additional accreditation scopes of application within specific activities groups is to be determined as 50% of the fee charged according to the above mode of calculation for the first activity of the same group.

¹ Article 1 (5) is amended by Article 1 of NGM Decree No. 2/2017. (III. 22.).

² Pursuant to Article 12 (2) of Act CXXX of 2010, Article 6 is repealed and it is enacted anew by Article 2 of Decree No. 2/2017. (III. 22.) NGM.

³ Date of entry into force: 22 April 2017.

⁴ Annex No. 1 is amended according to Article 3 of Decree No. 2/2017. (III. 22.) NGM.