

BREEAM[®]	Fee Sheet	Doc No:	FS021
		Revision:	23
Self-Assessment and Certification Scheme for BREEAM In-Use UK and BREEAM In-Use International		Date:	23.11.2015
		Page:	1 of 6

BREEAM[®]




Fee Sheet

FS021

Fee sheet for the BREEAM In-Use Scheme

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	Fee Sheet	Doc No:	FS021
		Revision:	23
Self-Assessment and Certification Scheme for BREEAM In-Use UK and BREEAM In-Use International		Date:	23.11.2015
		Page:	2 of 6

BREEAM In-Use is a certification scheme for the sustainability assessment of buildings throughout the operational stages of their lifecycle, as set out in Scheme documents SD096 or SD5070, and Technical Manual SD221.

The fees applicable in this document are applicable to BREEAM In-Use UK (2009) and BREEAM In-Use International. National Scheme Operator (NSO) fees may vary, for more information on the NSO fees please contact the NSO directly. More information about NSOs can be located at <http://www.breeam.org/page.jsp?id=379>

The fees outlined in this document are based on the following services:

- Organisation Registration
- Asset Measurement Registration
- Certification
- Building plaques
- Assessor Training & Licensing

Any applicable discounts available are also outlined within this document.

Note: All fees are exclusive of UK VAT, which will be charged at the prevailing rate.

Organisation Registration

Organisation Registration Credit	£250
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Note: To register an organisation on the BREEAM In-Use Online System clients must purchase an organisation registration credit to activate their registration. The organisation registration acts as the first assessment measurement credit purchase. This credit can then be used to register the first asset measurement.

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BREEAM [®]	Fee Sheet	Doc No:	FS021
		Revision:	23
Self-Assessment and Certification Scheme for BREEAM In-Use UK and BREEAM In-Use International		Date:	23.11.2015
		Page:	3 of 6

Asset Measurement Registration

Asset Measurement Credit	£250 per asset ¹
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The Asset Measurement Credit is charged per asset. One Asset measurement credit allows unlimited use of the BREEAM In-Use questionnaire and dynamic scoring functionality for a period of up to twelve months and/or until the assessment is submitted for certification; whichever is sooner for one asset. Failure to renew the registration will lead to the assessment being locked and inaccessible. Asset measurements can be reactivated at any time by paying the Asset Measurement Fee.

Seeking Verification and Certification

Provided an active asset measurement is registered, clients can request certification. This can be achieved by engaging with a licensed BREEAM In-Use Assessor, allocating the assessment to the assessor for verification and paying the appropriate fees. Note: Fees paid to the assessor are done so outside of any of the BRE systems or processes.

Certification

At any point during the assessment, clients may apply to a BREEAM In-Use Assessor to verify their answers and provide certification for the asset against Parts 1, 2 or 3 on behalf of BRE Global. See BREEAM In-Use Scheme Document SD096 for further details.

Initial Certification

Part 1 Certificate – Asset Performance	£330 per asset
Part 2 Certificate – Building Management Performance	£330 per asset
Part 3 Certificate – Occupier Management	£330 per asset

¹ BRE Global reserve the right to charge additional assessment registration fees for certain types of complex assets such as shopping centres, including both public and tenanted areas.

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		Revision:	23
Self-Assessment and Certification Scheme for BREEAM In-Use UK and BREEAM In-Use International		Date:	23.11.2015
		Page:	4 of 6

Batch Certificate requests ≥50 certificates	£260 per certificate
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Note: Batched certificate requests are available through cost proposals only. Cost proposals can be requested through breeaminuse@bre.co.uk. Payments made direct to the BREEAM In-Use online system will be charged at the standard rate and will not be eligible for a refund.

Certificate Renewal

Parts 1 and 2 – Annual renewal (no significant changes)	£75 per certificate
Parts 1 and 2 – Annual renewal (significant changes)	£330 per certificate
Part 3 – Annual renewal	£330 per certificate

Certificates issued against Part 1 or Part 2 may be renewed subject to confirmation by the client that no significant changes have been made to the asset or its operation. A renewal can be requested twice following initial certificate issue. Therefore, Part 1 and 2 assessments can be certified under the same certification decision for up to 3 years.

Where either significant changes to the asset's pre-assessment against Parts 1 and 2 have occurred or two renewals have been completed previously, a full re-assessment is required, and fees for initial certification as set out in the table above will be payable.

Certificates for Part 3 are valid for one year only and require full re-assessment annually.

Please note that fees charged to clients by licensed assessors for verification and certifications are not determined by BRE Global and do not therefore fall within the scope of this Fee Sheet.

Changes to Certificate

Certificate amendment	£50 per certificate
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BRE Global reserve the right to charge additional fees at hourly rates to address system or technical queries where these exceed a reasonable norm.

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		Revision:	23
Self-Assessment and Certification Scheme for BREEAM In-Use UK and BREEAM In-Use International		Date:	23.11.2015
		Page:	5 of 6

BREEAM In-Use Building Plaques

BREEAM In-Use building plaques can be requested and then displayed at an asset as long as the BREEAM In-Use certification is current. Certificate plaques display the BREEAM In-Use assessment rating and the star rating for each part of BREEAM In-Use that has been certificated against.

BREEAM In-Use Building Plaque	£250 per plaque
UK BREEAM In-Use Building Plaque delivery	10% postage and packing
European BREEAM In-Use Building Plaque delivery	20% postage and packing

Assessor Licensing

License includes:

- Unlimited access to the BREEAM In-Use assessment tools
- The opportunity to log assets, register asset measurements and completed pre-assessments on behalf of clients,
- The opportunity to provide certification against BREEAM In-Use Parts 1, 2 and 3
- The opportunity to provide verification of KPI reports for clients (UK Baseline scheme only)
- Up to date scheme resources through monthly process notes
- Listing in Green Book Live: www.greenbooklive.com

Initial training and examination	£995 per assessor
Annual licence fee	£250 per assessor

As a result of Licensed Assessor Monitoring and Quality Assurance processes, see BREEAM In-Use Scheme Document (SD096) 'Quality Assurance of Assessors by BRE Global Ltd', the following fees may become payable.

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		Revision:	23
Self-Assessment and Certification Scheme for BREEAM In-Use UK and BREEAM In-Use International		Date:	23.11.2015
		Page:	6 of 6

Where a complaint is received against an assessor, the assessor may be liable for the costs of the investigation by BRE Global and subsequent rectification and re-certification if the assessor's work is found to have been carried out incorrectly.

Re-Sit examination fee	£250 per occurrence
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Additional Green Book Live Address Listing

Additional Assessor office addresses can be listed within the Green Book Live www.greenbooklive.com search engine. Additional address listing is applicable if the assessor works from more than one office location.

Additional address listing in Green Book Live	£50 per additional listing
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