



ISEAL Fee and Application Schedule 2023

Issue number 12 September 2022

The following fees apply to ISEAL Community Members for the calendar year 2023:

Activity	Fee	
Applicants		
For organisations applying for ISEAL Community Member status in 2023, the application deadlines are:		
<ul style="list-style-type: none"> > 17 February 2023 > 12 May 2023 > 6 October 2023 		
Fee for applying to become an ISEAL Community Member	£4050	
ISEAL Community Members		
ISEAL Community Member Annual Fee (for ISEAL Community Members with incomes above £1m)	£5,500 + 0.35% of total organisational income* up to a maximum annual fee of £55,200	
ISEAL Community Member Annual Fee (for ISEAL Community Members with incomes above £0.5m and below £1m)	£4,950 + 0.35% of total organisational income*	
ISEAL Community Member Annual Fee (for ISEAL Community Members with incomes below £0.5m, for a maximum of 3 years)	£5,500 (no income related increment)	
Compliance Fees¹		
Compliance fees are applicable to ISEAL Community Members applying for or maintaining ISEAL Code Compliant status. Independent evaluations are scheduled in accordance with the <i>Independent Evaluation Procedure</i> . Not all evaluations will be required in each year ²		
Standards-Setting Code	Full evaluation	£5,250
Standards-Setting Code	Stage 1 Independent Evaluation. Pre-standard-setting process	£3,250

¹ When assessments exceed the anticipated time, additional evaluator and secretariat time is charged as necessary

² Please contact the secretariat at compliance@isealliance.org for your compliance schedule for 2023 if you have not received it by the 14 October 2022.

	Stage 2 Independent Evaluation. Post- standard-setting process	£2,450
Impacts OR Assurance Code	Independent Evaluation	£3,950 (per Code)

Explanatory Notes

Member Annual Fees

Fees for members are payable on an annual basis. These fees will be used to cover various operating and programmatic costs of ISEAL, as defined by the ISEAL Board of Directors and based upon annual work plans.

Annual fees for ISEAL Community Members are currently as follows: £5,500 + 0.35% of **total organisational income**, up to a maximum fee of £55,200 for organisations with income over £1m. For organisations with income above £0.5m and below £1m, annual fees for ISEAL Community Membership are as follows: £4,950 + 0.35% of **total organisational** income. For organisations with incomes below £0.5m, annual fees for ISEAL Community Membership are £5,500 with no income related increment, for a maximum of three years. These rates are reviewed on an annual basis.

***Total organisational income** should be the total income recorded in the organisation's annual (audited) accounts. If the member operates through more than one legal entity, the declared income should be for all the legal entities combined. When establishing which entities are involved in the ownership and operations of the system, the scope of the system that is considered relevant is the scope defined by the eligibility criteria for ISEAL Community Membership and in particular requirements 1) c) d) and e) and 2) a).

New ISEAL Community Members will pay an annual fee, prorated for the current calendar year, in advance of their approval as ISEAL Community Members and will receive a confirmation of receipt once fees are paid.

Applicants

Organisations intending to apply are encouraged to carefully review the *ISEAL Community Member Requirements* and *ISEAL Community Member Application Procedure* in advance of submitting their application.

Value Added Tax (VAT)

All ISEAL fees for 2023 are subject to UK VAT. For ISEAL Community Members based in the UK, we charge VAT at 20% on our invoices. For ISEAL Community Members based outside the UK, we do not charge VAT on our invoices, but some members may have to account for reverse charge VAT to their local tax authority. The impact of the UK VAT charge or of the reverse charge VAT will depend upon each member's ability to recover VAT, which will vary from member to member. If you are in doubt, we suggest that you seek appropriate professional advice.

ISEAL VAT number: **GB 363 6583 72**

Membership Fee Invoicing and Payment Information

Members will be invoiced by the secretariat in early January 2023 for the 2023 annual fees, based upon the member's most recent declared total organisational income figures. Annual fees for 2023 are due in full by 10 March 2023.

All members will receive notification from the secretariat upon receipt of payment. Fee payments will be considered late if received after 10 March. The secretariat shall issue reminder notices to member organisations where appropriate, in mid-February 2023. Late payments will be assessed an administrative late payment fee of £250 from 1 April 2023 and £100 for each additional late month thereafter. Membership status of members with fees outstanding at the end of April 2023 will be suspended in accordance with the *ISEAL Community Member Monitoring Procedure*.

By the end of May 2023, members will advise the secretariat of their total organisational income for the most recent year for which verifiable records are available. The secretariat will prompt this action by issuing reminders in April. Once the new income figures are received, the secretariat will calculate the revised fees due from members and will either invoice or refund the resulting balance.

Independent Evaluations

Fees for independent evaluations are payable in advance of work commencing. Fees for secretariat time are divided between administrative functions to coordinate the review, technical support to the member to prepare for the evaluation and support to the evaluation itself.