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Self Assessment and Certification Scheme for BREEAM In Use (BIU)		Date:	15/04/10
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The fees set out in this document are effective from **20 Jan 2010** until further notice.

The BRE Global certification scheme for BIU enables provision of information about the environmental performance of:

- the building (Asset Rating);
- the operation of the building (Building Management Rating);
- how an occupying organisation is managing its activities within the building (Organisational Rating)

The information enables regulators, clients, tenants, buildings managers and investment managers to establish the environmental sustainability of their existing buildings (and/or portfolios), their operation and activities which in turn will help them to both reduce their costs and improve their environmental sustainability.

Applications can be either **per asset** (1-30 assets) or **portfolio** (31-200 assets). Application enables access to the online assessment tool. On-line training is mandatory for the first use of the tool. The on-line assessment consists of tiered questions so that the user can quickly calculate an initial score (energy assessment rating). The tool calculates the credits awarded for each answer. Every time a user enters data the effect on the overall rating can be seen. All users have to accept a licence agreement. The user can subsequently contract an approved auditor to certify each asset.

Per Asset membership

- Training on use of the assessment tool.
- Access to the online assessment tool for the asset registered.
- Registration of the building to one/all Parts of BES 5058.
- Listing in Green Book Live www.greenbooklive.com


Portfolio membership (Not currently available)

- Training on use of the assessment tool for as many users as required.
- Unlimited access to the online assessment tool.
- Registration of all buildings to one/all Parts of BES 5058.
- Additional functionality to manage the portfolios and to be able to compare performance across it.
- Helpline support and benchmarking service.
- Declaration of commitment (certificate fee included in annual membership)
- 93 asset certificates are included within the portfolio membership registration fee. Certificate options include Part 1, 2 and 3 of BES 5058.
- Listing in Green Book Live www.greenbooklive.com

Auditors


- Training on use of the assessment tool.
- Unlimited access to the online assessment tool.
- Provide certification to BES 5058 Parts 1, 2 and 3.
- Listing in Green Book Live www.greenbooklive.com

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The fees that apply to BIU are set out as follows:


Single Asset Membership Fees (1 to 30 assets)		
<p><u>Initial Registration Fee</u> (payable by assessor (customer))</p> <p>£100 per asset (Flat fee for registration of one/all Parts of BES 5058).</p> <p>Note: For bespoke type assets such as shopping centres including both public and tenanted areas BRE Global reserve the right to include additional registration fees. If you have any queries regarding registration fees please contact BIU@bre.co.uk</p>		
<p><u>Certificate Fees</u> (payable by auditor)</p>		
Part 1	£100 per certificate	
Part 2	£100 per certificate	
Part 3	1 certificate is included in registration fee (applicable to assets with <100m ² floor area. Additional certificates will be charged at £100 each)	
Part 3	£100 per certificate (applicable to assets with ≥100m ² floor area).	
<p><u>Ongoing Certification Fees (Applicable after the first year of registration)</u> (payable by assessor (customer))</p>		
Per Asset	£200 flat fee applicable to assets with <100m ² floor area (includes annual registration and maximum of three certificates. Flat fee for registration of one/all Parts of BES 5058).	
Per Asset annual	£350 flat fee applicable to assets with ≥100m ² floor area (includes registration and maximum of three certificates. Flat fee for registration of one/all Parts of BES 5058).	
Part 3 Only annual	£100 flat fee applicable to assets with <100m ² floor area (includes registration and maximum of one certificate).	
Part 3 Only	£200 flat fee applicable to assets with ≥100m ² floor area (includes annual registration and maximum of one certificate)	
<p>Note: There is no certificate carryover allowance into the following certification year.</p>		
<p><u>Additional Unverified Score Fee</u> (payable by assessor (customer))</p>		
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Each verified score £100 per Part of BES 5058

Note: Two unverified calculated scores are included with in the scheme fees.

Auditor Fees (payable by auditor)	
Auditor Initial Licence Fee Includes initial training and examination fee	£500 per auditor
Re-Examination Fee	£250 per re-examination
Auditor Annual Licence Fee	£250 per auditor
Certificate Fee (per asset)	£100 for first certificate ⁽²⁾
⁽²⁾ One certificate will be issued for each Part of BES 5058, therefore the certificate total fee for all three parts of the BES 5058 will be £300.	
Additional auditor fees Re-training and re-examination (if highlighted as necessary as a result of Quality Assurance auditing by BRE Global)	
	£500
Additional monitoring fee (see clause 6 of SD096)	£650
Witnessed Quality Assurance Audit If an arranged witnessed quality assurance audit is cancelled by the Auditor, the following charges will apply:	
<ul style="list-style-type: none"> • 0 -14 days in advance of the visit: £650 • 14 - 28 days in advance of the visit: £325 • more than 28 days in advance of the visit: £150 	
The charges apply even if the visit is cancelled or postponed by the assessor (customer).	
Complaints The certificate holder will be expected to bear the costs of investigating complaints where appropriate. If the review of the sample of reports or the nature of complaints indicates failure to carry out the work correctly then additional audits or retraining may be required in order to maintain certification. Any re-inspection will be charged an amount equivalent to the application fee, and any special audit will be conducted at £650 per day.	

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Portfolio Membership Fees (31 - 200 assets) (Not currently available) (payable by assessor (customer))	
<p>Note: Membership can be considered for smaller portfolios. For more than 200 assets the fee will be determined on application. For more information please contact BRE Global enquires on 01923 664100.</p>	
Portfolio Application Fee (31 - 200 assets)	£12,500 total fee
Portfolio Annual Licence Fee (31 - 200 assets)	£10,000 total fee

General	
Renewal of certificate	£100 per certificate
Replacement certificate	£100 per certificate
Additional certificate	£100 per certificate
Declaration of commitment certificate (available for portfolios only)	£100 per certificate
VAT All fees given are exclusive of VAT, which will be charged at the prevailing rate.	