

SCHEDULE 4

Regulations 3(5)(a) and 15(5)

FEES FOR APPROVALS AND SURVEILLANCE INSPECTIONS

1. On the making of an application to the Department for the approval of an approved person there shall be payable by such person in connection with the performance by or on behalf of the Department of its functions in relation to that application a fee or fees to be determined in accordance with paragraphs 2 to 5.

2. On receipt of an application for approval, the Department shall prepare and send to the applicant an estimate of the cost to it of the work necessary for the determination of the application, and the amount so estimated shall, subject to paragraph 4, be the amount of the initial fee payable and shall be paid forthwith.

3. On determination of the application, the Department shall prepare and send to the applicant a detailed statement of the work carried out for the determination of the application and of the cost reasonably incurred by it in carrying out that work or in having it carried out on its behalf.

4. If the cost stated in accordance with paragraph 3—

(a) is greater than the amount of the initial fee estimated in accordance with paragraph 2, the difference shall be the amount of the final fee payable and shall be notified by the Department to the applicant and shall be paid by the applicant forthwith; or

(b) is less than the amount of the initial fee estimated in accordance with paragraph 2, the difference shall be paid forthwith to the applicant by the Department.

5. In estimating or stating the cost of carrying out any work the Department may determine the cost of employing an officer for any period on work appropriate to his grade by reference to the average cost to it of employing officers of his grade for that period.

6. Following a surveillance inspection under regulation 15(3) the Department shall prepare and send to the person so inspected a statement of the cost of the performance by or on behalf of the Department of its functions in relation to that inspection, and the amount so stated shall be the fee payable for that inspection and shall be paid forthwith.