



LEGAL NOTICE NO.....

**THE KENYA ACCREDITATION SERVICE ACT**

**(Cap. 496A)**

**IN EXERCISE** of the powers conferred by section 10(3)(b) and (c) of the Kenya Accreditation Service Act, the Kenya Accreditation Service makes the following Regulations—

**THE KENYA ACCREDITATION SERVICE (FEES) REGULATIONS,  
2025**

**PART I—PRELIMINARY**

Citation.

**1.** These Regulations may be cited as the Kenya Accreditation Service (fees) Regulations, 2025.

Application of fees

**2.** The fees specified in the Schedule shall be payable to the Service in respect of—

- (a) accreditation of conformity assessment bodies under section 16 of the Act;
- (b) exemption of foreign-accredited conformity assessment bodies under section 17 of the Act;
- (c) training conducted or approved by the Service under section 18 of the Act; and
- (d) recognition and renewal of recognition of trainers and training institutions under PART V of the Kenya Accreditation Service (General) Regulations.

## SCHEDULE

### 1 Accreditation Fees

1.1 Accreditation fees for Medical, Testing, Calibration Laboratories, Proficiency Testing Providers, Biobanking and Inspection bodies

No.	Activity	Fees in KES	Fees in USD (FIXED)
1.	Application fees	55,000	550
2.	Document review fees (for a two-day assessment)	118,000	1180
3.	Additional Document review fee (This applies to an assessment that will take more than two days above - Each extra day will be charged KSH. 59,000 per assessor per day)	59,000	590
4.	Review of resubmitted documents (one day) Each extra day will be charged KSH. 59,000 per assessor unit per day)	59,000	590
5.	Pre-assessment Fees (one day by one assessor)	100,000	1000
6.	Assessment fees for two days by two assessors	250,000	2500
7.	Extra assessor fees (per man-day) inflation at 4.5%	65,000	650
8.	Extension of scope (Two days assessment by two assessors), Additional assessor (if required) will be charged KSH 65,000 per days	250,000	2500
9.	Annual accreditation fees	250,000	2500
10.	Annual accreditation fees for group accreditation	250,000 (main site)	2500
	Each extra site (This is for accreditation under one certificate/schedule)	125,000	1250

The Kenya Accreditation Service (Fees) Regulations, 2025

<b>No.</b>	<b>Activity</b>	<b>Fees in KES</b>	<b>Fees in USD (FIXED)</b>
11.	Surveillance Fees for two days by two assessors	250,000	2,500
12.	Extra assessment fees per assessor per day during surveillance (inflation at 4.5%)	62,500	625
13.	Evaluation of technical signatories* for testing, calibration, and inspection personnel per assessor per day (* not applicable to medical laboratories)	62,500	625
14.	Additional Visits at the request of the client - (per assessor per day)	65,000	650
15.	Clearance of non-conformities that requires onsite visits where necessary (assessor per day)	62,500	625
16.	Stepwise accreditation assessor fees (per man-day)	62,500	625

1.2 Accreditation fees for Certification Bodies

<b>No.</b>	<b>Activity</b>	<b>Fees in KES</b>	<b>Fees in USD (FIXED)</b>
1.	Application fees	55,000	550
2.	Document review fees (for a two-day assessment)	118,000	1180
3.	Extra Document review fee (For an assessment that will take more than two days above - Each extra day will be charged KSH. 59,000 per assessor per day)	59,000	590
4.	Review of resubmitted documents (one day). Each extra day will be charged KSH. 59,000 per assessor unit per day)	59,000	590
5.	Pre-assessment Fees (one day by one assessor)	100,000	1000
6.	Assessment fees for two days by two assessors	400,000	4000

The Kenya Accreditation Service (Fees) Regulations, 2025

No.	Activity	Fees in KES	Fees in USD (FIXED)
7.	Extra assessor fees (man day)	100,000	1,000
8.	Extension of scope	400,000	4,000
9.	Annual accreditation fees	400,000	4,000
10.	Surveillance Fees for two days by two assessors	250,000	2,500
11.	Extra assessment fees per assessor per day during surveillance (inflation at 4.5%)	62,500	625
12.	Each additional assessor day	100,000	1,000
13.	Additional Visits at the request of the client	100,000	1,000
14.	Clearance of non-conformities that require onsite visit: per day	200,000	2,000

### 1.3 Travel Time

The time that a member of the assessment team needs to visit several locations on the same day during an assessment is charged as assessment time. Travel time for assessments abroad beyond one day shall be charged as assessment time and billed to the client.

### 1.4 Items provided by the conformity assessment body:

The items below will be charged to the conformity assessment body directly and are not included in accreditation fees.

#### 1.4.1 Transport during assessments

- a) Transport within Nairobi
- b) Taxi/transport outside Nairobi – i.e. hotel to Conformity Assessment Body -Hotel- Airport
- c) Air transport
- d) Fees related to postage and courier Services (certificates, schedules, agreement)

#### 1.4.2 Assessor accommodation expenses

## 2 Exemption Fees

No.	Activity	Fees in KES	Fees in USD (FIXED)
1.	Application for exemption	55,000	550

The Kenya Accreditation Service (Fees) Regulations, 2025

No.	Activity	Fees in KES	Fees in USD (FIXED)
2.	Exemption fees	100% of the fees chargeable annually to accredit the scope accredited by the foreign Accreditation body	100% of the fees chargeable annually to accredit the scope accredited by the foreign Accreditation body

**Note:** Both application and exemption fees shall be applicable to all conformity assessment bodies whether the scheme/scope accredited by the foreign accreditation body is currently offered by the Service.

### 3 Registration of Trainers and Training Institutions Fees

Item	Individual	Organization
Application Fees		
Citizen and EAC Citizens (KES)	5,000	10,000
Non-Citizen (USD)	100	200
Annual Fees		
Citizen and EAC Citizens (KES)	100,000	250,000
Non-Citizen (USD)	2,000	5,000

#### Training of Trainers

Item	Individual
Training of Trainers (KES)	40,000
Refresher Training of Trainers (KES)	20,000

*Note: All fees are exclusive of VAT*

**Made on the....., 2025.**

**Ngony BIWOTT**  
*Board Chairperson,*  
*Kenya Accreditation Service*