

SCHEDULE 4

Regulation 29

Cost factors for the calculation of charges

1. The salaries and fees, together with overtime payments and employers' national insurance and superannuation contributions, of all staff directly involved in carrying out health inspection and control exercises under these Regulations and all staff engaged in the management or administration of those health inspection and control exercises.
2. The costs of any in-service training of authorised officers.
3. Any travelling costs and related incidental expenses incurred in carrying out a check except those incurred by a person attending his normal place of work.
4. The cost of office accommodation, equipment and services for staff involved in carrying out checks under these Regulations, including depreciation of any office furniture and equipment and also including the cost of information technology, stationery and forms.
5. The cost of protective clothing and equipment used in carrying out the checks.
6. The costs of laundering protective clothing.
7. Sampling and analysis costs excluding those relating to testing for the presence of Salmonella, carried out as part of the inspection.
8. The routine administration costs of accounting and collecting charges and of providing payroll and personnel services in connection with the employment of staff carrying out the checks.
9. Where any of the above factors relate only partly to the checks carried out, only the appropriate percentage of the costs shall be charged under these Regulations.
10. The anticipated frequency of the checks and the charges may differ according to products or their source.