

## **OBSERVER FEES**

**October 2016**

1. According to the Association Membership Requirements, “Observers are not Members of the Association, but may participate in the activities of the Association.” For an entity or a person to become observer, they must submit an application that contains the elements described in Part 5 of the Association Membership Requirements, and that are developed in the Observer Application Form available on the [ICoCA website](#).
2. Part 5 of the Membership Requirements further mentions that “in order to reduce costs associated with Observers, the Secretariat shall charge an annual Observer fee to be set and reviewed annually by the Board. The fee may be waived by the Board for specific Observers, in whole or part, for any of the following reasons:
  - a) The entity seeking Observer status is a not-for-profit entity (article 5.1);
  - b) The entity or person has participated or will participate in the activities of the Association to an extent that assessment of the fee is unnecessary (5.2);
  - c) The entity or person was invited by the Board to become an Observer (5.3).”
3. On 28 September 2016, the Board reviewed the Observer fee structure and agreed the following:
  - a) Business entities, along with consultancies or persons providing consulting services, will be charged USD\$1,000;
  - b) Non-governmental Organisations and Academics will be charged USD\$100;
  - c) Industry Trade Associations or security-related professional associations will be charged USD\$100;
  - d) Entities or persons invited by the Board to become an Observer, or that has participated or will participate in the activities of the Association “to an extent assessment of the fee is unnecessary” (5.2), will be exempted to pay the fees.
  - e) In case a person holds multiple affiliations, the Board will have the discretion to decide which due is applied, based on the expected role and objectives of the individuals in becoming Observer of the ICoCA.

<b>Category</b>	<b>Fees</b>
Trade Associations or security-related professional associations	\$100
Academics	\$100
Government entities/ International Organisations	\$100
Commercial clients of PSCs	\$100
NGOs/CSOs	\$100
Business entities	\$1,000
Consultancies/Consultants	\$1,000
Invited by Board or exempted	\$0

4. Any prospective Observer seeking to be exempted of paying the annual observer fee should request it in the application form. Current Observers are encouraged to contact the Secretariat at any time with a justification for consideration by the Board. Observers are also encouraged to notify the Secretariat of any change of situation.