



Administration Fee Policy

Version 2025-01

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Responsibility for this policy

The IRMA Secretariat holds responsibility for this document and its contents.

Version No.	Date	Description of Action or Amendment
1.0	May 2021	First publication (content approved by Board May 2020)
1.1	Apr 2024	Removal of references to "certification". Changed payment schedule to calendar year.
2025-01	May 2025	Minor procedural changes.

1.0 Purpose and scope

IRMA charges an annual administration fee, which offsets IRMA's cost to administer the independent assurance program, to all mine sites that undergo independent, third party assessment. This includes, but is not limited to:

- oversight of audit firms and mine site assessments
- updating the IRMA assurance system and standards
- operating a grievance mechanism
- monitoring and evaluating IRMA systems
- monitoring of use of claims and labels
- maintaining tools such as Mine Measure
- market development (increasing demand from purchasers/investors)
- outreach to civil society, governments and communities regarding the value of mines' engagement in the IRMA system

2.0 Fee Payment

The fee falls into four tiers based on mine site revenue from the most recent fiscal year. Mine sites will be asked to declare revenue annually, so that the appropriate fee can be assessed.

The fee may be paid annually to IRMA - first when the mine applies for independent assessment, and each subsequent calendar year; or mines may pay for 3 years and receive a 5% discount (paid when the mine applies for independent assessment, and when reassessment commences).

Mine site revenue per year	Annual Fee (\$US)	3-year payment (5% discount)	3 years (no discount) – for comparison
< \$US 100 million	\$3,750	\$10,687.50	\$11,250
\$US 100 million - \$US 500 million	\$6,750	\$19,237.50	\$20,250
\$US 500 million - <\$US 1 billion	\$8,750	\$24,937.50	\$26,250
> \$US 1 billion	\$10,750	\$30,637.50	\$32,250

Mine sites may apply to IRMA for a fee reduction or waiver. Reductions/waivers must be obtained on a yearly basis, and decisions will be based on evidence that such fees create a significant or challenging financial burden for the mine.¹

IRMA administration fees are exclusive of VAT. While IRMA does not charge VAT, mine sites

¹ Consideration will be given to the overall financial resources of the mine site, and the potential effect of the Administration Fee on the mine's resources and ability to maintain an operation that ensures protection of the environment and the health and safety of workers and nearby communities. Consideration will also be given to the overall financial resources of a parent corporation or entity, if any, including the overall size of the parent corporation's resources and the number, type, and location of its other facilities.

may be required to account for VAT locally (eg. under a reverse charge mechanism). VAT implications will vary by jurisdiction and by company. Please consult a tax professional regarding applicable obligations.