

MA13 – Fee Schedule

Effective 1 July 2025

Fees relating to the provision of Meteorological Authority Office services are charged at an hourly or daily rate, or as a fixed charge. Several services are charged at a commercial rate.

Fees for the provision of services by the Meteorological Authority Office are set out in the following tables:

Table 1 – Certificate of Approval

Table 2 – Ongoing Validity of a Certificate of Approval

Table 3 – Variation to a Certificate of Approval

Table 4 – On request and other services

Table 5 – Commercial services

Further information in relation to a Certificate of Approval can be found in MA2 – *Certificate of Approval Policy*.

Table 1 – Certificate of Approval

Item	Description	Fee (excl. GST)
Application processing	Processing of an application for a Certificate of Approval	\$720
Audit	An audit includes a pre-audit assessment of an Exposition of Compliance and associated documentation, an on-site audit to verify the operation and effectiveness of the Exposition of Compliance, and the provision of an audit report. NB: may include travel, accommodation, and meal allowance expenses.	Price as determined
Approval process	Brief to the Director of Meteorology for decision, including provision of the Certification Undertaking and issuance of the Certificate of Approval	\$1470
Consultation	Provision of professional or technical assistance to the applicant: Manager Aviation Compliance Lead	\$294/hour \$240/hour

Item	Description	Fee (excl. GST)
Legal consultation	Provision of Bureau legal assistance in relation to an application	\$588/hour

Table 2 – Ongoing Validity of a Certificate of Approval

Item	Description	Fee (excl. GST)
Application processing	Processing of an application for a scheduled audit	\$720
Audit	An audit includes a pre-audit assessment of an Exposition of Compliance and associated documentation, an on-site audit to verify the operation and effectiveness of the Exposition of Compliance, and the provision of an audit report. NB: may include travel, accommodation, and meal allowance expenses.	Price as determined
Approval process	Brief to the Director of Meteorology (or delegate) for decision	\$1470
Maintenance of the Approval	Cost associated with the maintenance and oversight process of a Certificate of Approval Additional charges will be applied to a complex oversight process: Manager Aviation Compliance Lead	\$2400 ¹ \$294/hour \$240/hour
Consultation	Provision of professional or technical assistance to the applicant: Manager Aviation Compliance Lead	\$294/hour \$240/hour
Legal Consultation	Provision of Bureau legal assistance in relation to an application	\$588/hour

¹ An annual cost, paid in arrears, and will be added to the final invoice.

Table 3 – Variation to a Certificate of Approval

Item	Description	Fee (excl. GST)
Application processing	Processing of an application for a variation to Certificate of Approval	\$720
Approval process	Brief to the Director of Meteorology (or delegate) for decision, including provision of variation to the Certificate	\$882
Consultation	Provision of professional or technical assistance to the applicant: Manager Aviation Compliance Lead	\$294/hour \$240/hour
Legal consultation	Provision of Bureau legal assistance in relation to an application	\$588/hour

Table 4 – On request and other services

Item	Description	Fee (excl. GST)
Amendment to a Certificate of Approval	Amendment to a Certificate of Approval, for example a change to an organisation's name	\$588
Amendment to a legal contract	Amendment to the Certification Undertaking	\$588/hour
Unscheduled audit	Costs associated with a discretionary audit of Certificate of Approval Holder conducted by the Meteorological Authority Office	Price as determined
Consultation	Provision of professional or technical assistance to the applicant: Manager Aviation Compliance Lead	\$294/hour \$240/hour
Legal Consultation	Provision of Bureau legal assistance in relation to an application	\$588/hour

Table 5 – Commercial services

Item	Description	Fee (excl. GST)
Consultation	Provision of professional or technical assistance: Manager Aviation Compliance Lead	\$294/hour \$240/hour
Compliance audit ²	The audit will include assessment of the organisation's compliance with the appropriate regulations or standards and the provision of an audit report. It may also include assessment of documentation, procedures, facilities, and interviews with key personnel. Types of audits include: <ul style="list-style-type: none">• Regulatory compliance audit• Annex 3 audit	Price as determined

Notes

1. Travel and accommodation expenses may include flights, ground fares, and other related incidental costs.
2. Meal allowance expenses will be charged at a daily rate set by the Commonwealth Government.
3. Where an hourly rate applies, an estimate of the cost will be provided.
4. All fees to be made payable to the Bureau of Meteorology within 30 days of date of invoice.
5. The fees stated in this schedule are reviewed on a periodic basis and may be updated at any time.

² A written confirmation from the applicant to pay the costs is required prior to commencing services.