

Regulation of Thailand Institute of Scientific and Technological Research on
Service of Analysis, Test, Calibration, Validation, Assessment and Certification
B.E. 2555 (2012)

Properly, for improving the Regulation of Thailand Institute of Scientific and Technological Research on Service of Test, Analysis, Test, Calibration B.E. 2529.

Refer to section 26(6) in Thailand Institute of Scientific and Technological Research Act B.E. 2522, the Governor of the Thailand Institute of Scientific and Technological Research has laid down the Regulation as following.

Clause 1. This regulation is called "Regulation of Thailand Institute of Scientific and Technological Research on Service of Analysis, Test, Calibration, Validation, Assessment and Certification B.E. 2555"

Clause 2. This regulation is enforced after the date of announced.

Clause 3. Cancelling the Regulation of Thailand Institute of Scientific and Technological Research on Service of Test, Analysis, Test, Calibration B.E. 2529.

All regulations and rules that are defined in this regulation or contrary to this regulation, this regulation is used in place.

Clause 4. In this regulation;

“Institute” means Thailand Institute of Scientific and Technological Research;

“Governor” means the Governor of Thailand Institute of Scientific and Technological Research;

“Director” means the director of the division, director of the centre or director of the Office of service unit;

“Service” means services of analysis, test, calibration, validation, assessment and certification, consulting, and other services in scientific and technology, except services to Thai Industrial Standards Institute;

“Service unit” means Institute's agency that service analysis, test, calibration, validation, assessment and certification, consulting, and other services in scientific and technology.

Clause 5. Service procedure, service unit is proposed the request form as that service unit defined or the request form from the service user as the case may be.

Clause 6. Service assessment fee, service unit assess the fee as the criteria defined the rate in the attachment of this regulation.

Clause 7. Reduce or exception of the fee would be according to the criteria for reduce and exception of the fee in the attachment of this regulation.

Clause 8. When finish the service, service unit must provide the service report of service result according to the report form of that service unit. And in case any service unit has not yet charged the fee, that service unit must charge for the fee from the service user rapidly.

Clause 9. Service data, service result and report of service result are confidential.

Clause 10. This regulation does not impact to any action taken by earlier regulation or rules.

Clause 11. Any performance is on processing and not yet finished on date of enforced this regulation, the performance uses the old regulations or old rules.

Clause 12. The acting Governor as in this regulation and has the authority to interpret and decide the problem concerning procedure or any rules, the decision of the Governor is finalized.

Notified on date of 18th September B.E.2555.

(Mr. Yongvut Saovapruk)

Governor

**Criteria to define service fee rate of
analysis, test, calibration, validation, assessment and certification**

Criteria to define service fee rate of analysis, test, calibration, validation, assessment and certification comprise of 4 parts;

Part 1. Service fee;

Part 2. Special service fee or urgent;

Part 3. Sample preparation fee;

Part 4. Reporting fee.

Part 1

Service fee

Comprises of direct expense + indirect expense + additional service fee.

1.1 Direct expense

1.1.1 Labor cost;

1.1.2 Material cost;

1.1.3 Energy cost;

1.1.4 Depreciation of equipment;

1.1.5 Calibration cost;

1.1.6 Hire equipment cost from other agency in case there is no such equipment in the Institute;

1.1.7 Special cost;

1.1.8 Technology cost

1.1.9 Consulting cost

1.1.10 Administrative cost.

Note: Direct expense calculation, if there are not any item, they are not put in calculation.

1.2 Indirect expense

The calculation of indirect expense is not more than 10% of the direct expense, it is on the consideration of the director of each division, it may be calculated as the following;

1.2.1 Infrastructure cost apart from direct expense, depreciation of building, place, equipment and office automation of that service unit (excluding Depreciation of equipment in part 1 item 1.1.14).

1.2.2 Infrastructure cost, depreciation of building, place, equipment and office automation of central service unit.

1.3 Additional service cost

The calculation of additional service cost is not more than 25% of total direct expense and indirect expense so as to the consideration of the director.

Part 2

Urgent Fee

The urgent fee is assessed from the acceleration from the date due, not more twice of the expense in part 1 (direct expense + indirect expense + additional service cost).

Part 3

Sample Preparation Cost

The calculation of sample preparation cost is under the consideration of director of the service unit, assess from the real expense as following;

3.1 Random sampling cost outside the Institute;

3.2 Sample preparation cost that could not tested at once because the random would be separated specially for example such as billet has to be random and grinded and sieved in exact size etc.

3.3 Sample preparation cost from other agency.

Part 4

Reporting Cost

4.1 The calculation of the preliminary report, additional report or separated report both in Thai and English is under consideration of the director of service unit.

Appendix

Meaning of words

(1) Labor cost means wage, contract cost of that service unit is calculated upon the time in hour of average labor cost of performer as broadband used in that job.

The rest of hour, if less than 30 minutes is calculated half hour, more than 30 minutes is calculated one hour.

For example Job to be done using performer in sub band 1 at present (as in the announcement KWT. 10/2554) the Institute defines the minimum rate 12,000 baht and the maximum 39,200 baht, therefore;

$$\text{Average of salary rate sub band 1} = \frac{(12,000 + 39,000)}{2} = 25,600 \text{ baht}$$

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calculate each month for 30 day, each day for 7 hours

$$\text{rate of average labor cost} = \frac{25,600}{30 \text{ days} \times 7 \text{ hours}} = 121.90 \text{ baht/hour}$$

30 days x 7 hours

if working time 10 hours

$$\text{labor cost} = 121.90 \text{ baht/hour} \times 10 \text{ hours}$$

(2) Material cost means waste material such as chemicals, water used in process of analysis, test, calibrate, validate such and distilled water, graph paper, glassware, part, spare part, and so on in real use.

For example Spare part costs 10,000 baht with the life time 10 months (use or not use depreciated within 10 months) such as organic filter of mercury detector or sensor of vapor leakage equipment etc.

$$\begin{aligned} \text{material cost of the spare part} &= \frac{10,000 \text{ baht}}{10 \text{ months} \times 30 \text{ days} \times 24 \text{ hour}} \\ &= 1.39 \text{ baht/hour} \end{aligned}$$

(3) Energy cost means cost of gas, electricity cost, charcoal, petroleum oil, vapor etc. in real use for service in analysis, test, calibrate and validate. The calculation is used the real cost at that time, in case of the electricity cost, use the rate of the Institute.

(4) Depreciation of equipment means depreciation of equipment in scientific and medical, housing and kitchen durable goods such as refrigerator, freezer, welding machine, metal cutting tool etc. All are calculated from the calculation rate of the asset depreciation of the Institute B.E.2538 such as durable scientific equipment, the time of depreciation is 15 years calculated 365 days, each day for 24 hours.

For example equipment cost 100,000 baht

$$\text{depreciation} = \frac{100,000 \text{ baht}}{15 \text{ years} \times 365 \text{ days} \times 24 \text{ hour}} = 0.76 \text{ baht/hour}$$

15 years x 365 days x 24 hour

(5) Calibration cost means expense for calibrating equipment used in that service, calculated from the average rate such as calibration cost 100,000 baht round of calibration time is one year.

$$\text{average rate of calibration cost} = \frac{100,000 \text{ baht}}{12 \text{ months} \times 30 \text{ days} \times 24 \text{ hours}} = 11.57 \text{ baht/hour}$$

if working time is 10 hours,

$$\text{calibration cost} = 11.57 \times 10 \text{ hour} = 115.70 \text{ baht}$$

(6) Special cost means transportation cost for connecting or work outside, petroleum oil cost, overtime cost, facsimile cost for order goods, airmail transport cost etc, relating the service.

(7) Hire equipment cost means cost for hiring equipment from the other agency in case the Institute has not the equipment or hiring to use outside the Institute relating that service.

(8) Technology cost means technology cost provided or create construct or modify in the Institute paid for experts outside the Institute in specific work.

(9) Administrative cost means cost for coordinating processing in administrative work such as communication with user, calculated as the real cost.

Criteria to reduce or exception of the service fee

1. The service to be reduced under consideration for reduce or exception such as;
 - 1.1 The service for the public benefit without the benefit of the user;
 - 1.2 Cooperation from government agency, institution, other agencies in country and aboard.
 - 1.3 Reduce for the user with many items and regular customer.

 2. The consideration of reduce of service fee would be prioritized as the following;
 - 2.1 Reduce not less than 10% from the total service fee in the authorization of the director of the division or centre;
 - 2.2 Reduce not less than 20% from the total service fee in the authorization of the director;
 - 2.3 Reduce not less than 30% from the total service fee in the authorization of the Deputy Governor of that service unit underline;
 - 2.4 Except from 2.1-2.3 is in the authorization of the Governor.

 3. Exception of service fee is under the consideration of the Governor only.
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