



A. Initial and Ongoing Membership Audit Agenda

1. Meet directors, owners and managers as appropriate; address any concerns or issues
 - a. In the case of the initial audit, this will include a review of the pre-audit assessment submission.
 - b. In the case of subsequent surveillance audits, this will include a review of the information in the submitted annual update form
2. Discussion about what you do and the establishment of your scope of services and how the audit process will be applied based upon this.
3. Conduct membership audit to include all relevant parts of the offices and facilities as appropriate
4. Final meeting to discuss the findings and any development actions required.

The time taken to complete the member audit will be dependent upon your assessed scope of activities and services can take from between 3 & 6 hours

Note: Additional items could be identified during the visit which may need to be discussed

B. LEEA Fees

Annual subscriptions run from the date of the membership offer and renew on the anniversary of the offer date.

Membership Application fee – UK, ROI, Europe, Australia and Middle East	
Standard Route	£1000.00
Fast-Track Route	£2000.00
Membership Application fee – Rest of World	
Standard Route	£1500.00
Fast-Track Route	£3000.00
Annual Membership subscription UK and ROI	£975.00
Annual Membership subscription Rest of World	£1,125.00

Note 1: THE ABOVE PRICES ARE EXCLUSIVE OF VAT OR OTHER HOLDING TAX

Note 2: The above fees are reviewed on a regular basis and may be subject to change.

C. Training

Training fees are dependent on the method of study used and are not included in the above figures