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BREEAM USA In-Use Fee Sheet
Valid From 01 July 2022

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Overview

BREEAM USA In-Use is a comprehensive and holistic environmental assessment method for assessing and rating the sustainability of existing, commercial and residential assets located within the United States. The full description of how the program is operated is set out in the [BREEAM USA In-Use Operations Manual \(PD101\)](#). The criteria for assessing assets are set out in the [BREEAM USA In-Use v2016 Technical Manual \(PD130\)](#), [BREEAM USA In-Use: Residential v6 Technical Manual \(PD132\)](#), [BREEAM USA In-Use: Residential Plus v6 Technical Manual \(PD132a\)](#) and [BREEAM USA In-Use: Commercial v6 Technical Manual \(PD133\)](#).

The fees set out in this document are applicable to BREEAM USA In-Use (BUIU) program. There are two version options available: **BUIU 2016** (Commercial only, launched in 2016) and **BUIU Version 6** (Commercial,

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Residential and Residential Plus, launched in 2020). Fees for Version 6 include Commercial, Residential and Residential Plus programs.

Asset Registration

The Performance Measurement allows Clients to measure the performance of their asset against the BREEAM In-Use criteria for any or all of the applicable Parts.

Asset Performance Measurement	BUIU 2016*	Version 6
	\$ 1,080.00 per asset	\$ 1,080.00 per asset

* Asset measurement and registration for BUIU 2016 closed on May 4, 2021 to all but US federal buildings (GSA).

A Performance Measurement may include a whole building or only part of a building. One Performance Measurement purchase allows unlimited use of the BREEAM USA In-Use questionnaires for all available Parts and the dynamic scoring functionality for a period of up to twelve (12) months and/or until the assessment is submitted for certification, whichever is sooner. Please note that one Performance Measurement cannot normally include more than one building. The criteria for including multiple buildings is detailed in the *Eligibility Criteria* section of the relevant Technical Manual.

Should the Performance Measurement not be submitted for certification before the end of the 12-month period, the data within the Performance Measurement will be locked and no further amendments will be possible. The Performance Measurement can be reactivated at any time by paying the Asset Performance Fee.

Clients must register their organization or company using the BREEAM In-Use online platform (<https://breeminuse.breeam.com/>) and agree to the terms and conditions for use of the website.

Seeking Verification and Certification

In order to achieve certification, the Client must have their asset’s Performance Measurement verified by an independent and licensed BREEAM USA In-Use Assessor. A list of licensed Assessors can be found on GreenBookLive (www.greenbooklive.com) and BREEAM Projects (<https://tools.breeam.com/findaUSAassessor>). The Assessor’s assessment report is then submitted to BRE Global for certification. The contracting of an Assessor is done directly between the Assessor and the Client; fees charged to Clients by licensed Assessors are not determined by BRE Global and therefore are not included in this Fee Sheet. The Assessor or Assessor Organization are responsible for paying the Certification fees to BRE Global.

Certification

	BUIU 2016	Version 6
Part 1 Asset Performance Certificate	\$ 810.00 per asset	\$ 1,350.00 per asset
Part 2 Building Management Certificate	\$ 810.00 per asset	\$ 1,350.00 per asset
Part 3 Occupier Management Certificate	\$ 810.00 per asset	n/a
Certificate Validity	1 year	3 years

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Certification requires the asset to have completed a Performance Measurement. The licensed Assessor will verify the performance described through an on-site visit and gather sufficient evidence to substantiate the asset’s performance measurement. Once this is complete, the Assessor can submit a certificate request for their assessment report to BRE Global.

Once an assessment has passed a quality assurance audit and a certification decision made, BRE Global will issue the certificate. The certificate will be issued to the licensed Assessor and the asset’s certified status listed on GreenBookLive, the global BREEAM database for certified projects and assessors (www.greenbooklive.com) and BREEAM Projects (www.breeam.com/projects).

Should the Assessor fail to resolve issues raised by the quality assurance process in a reasonable timeframe, additional fees may be charged to the Assessor. This is to encourage the submission in a timely manner of assessments to the required quality, avoid misuse of the QA process and ensure efficient use of the QA auditors’ time (and therefore avoid delays in auditing and licensed assessors’ assessments).

Note: fees charged to Clients by licensed Assessors for verification and certifications are not determined by BRE Global and therefore, are not included in this Fee Sheet.

Certificate Renewal (BUIU 2016 only)

	BUIU 2016	Version 6
Parts 1 and 2 – no significant changes	\$ 270.00 per Part	n/a
Parts 1 and 2 – significant changes	New certification required	n/a
Part 3	New certification required	n/a

Certificates issued for Part 1 or Part 2 under BUIU 2016 may be renewed annually up to two times following initial certification subject to confirmation by the Client that there have been no significant changes. A site visit is not required by the Assessor.

Where either significant changes to the asset’s performance for Part 1 or 2 have occurred or two renewals have been completed previously, recertification is required. Significant changes would be those that result in the change of the overall asset score by 10 percentage points or where there has been a change of building management companies (see **BREEAM USA Operational Guidance (PN130)** for more information).

Part 3 certificates are only valid for one year and require recertification annually.

Note: fees charged to Clients by licensed Assessors for verification and certifications are not determined by BRE Global and therefore, are not included in this Fee Sheet.

Mid-cycle Certifications (Version 6 only)

	BUIU 2016	Version 6
Part 1 Asset Performance Certificate	n/a	\$540 per asset
Part 2 Building Management Certificate	n/a	\$540 per asset

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Certificates issued under Version 6 can last for up to 3 years. If the client wishes to submit new information or change the decision regarding their certificate within this time frame, they can opt to take part in mid cycle certification, the result of which will be valid for the remaining time on the original certificate.

Note: fees charged to Clients by licensed Assessors for verification and certifications are not determined by BRE Global and therefore, are not included in this Fee Sheet.

Volume Purchase

Volume purchase of Performance Measurements and Certification fees is available by cost proposal only. Cost proposals can be requested through BREEAMInUse@bregroup.com. Payments made directly through the BREEAM In-Use online platform will be charged at the standard rate and will not be eligible for a refund.

Quality Assurance Audit Failure

QA Audit Failure*	\$810
QA failure resubmission charge*	\$405
QA failure/halted decision appeal	Price on appeal

* The QA failure charges are dependent on the number of non-conformances raised and the number of resubmissions. For further details on QA failure and halted assessments please refer to the Operations Manual and applicable Guidance Note.

In certain circumstances BRE Global will charge a fee for assessment failure. This is to encourage the submission of assessments to the required quality, avoid misuse of the QA process and ensure efficient use of QA auditors’ time (and therefore avoid delays in auditing other licensed Assessors’ assessments). The assessment failure charge applies to the following circumstances:

- Where a significant number of non-conformances are identified
- The non-conformances indicate a fundamental misunderstanding by the Assessor of how to apply and comply with the scheme – we reserve the right to conduct an audit of additional parts of the assessment where non-conformances are indicative of systematic misinterpretation of the BREEAM program by the Assessor
- The Assessor submits supporting evidence beyond the ten working day deadline

Where an assessment failure has been identified, a report is issued to the Assessor identifying the relevant corrective actions they need to take before re-submitting the assessment. The assessment failure fee will be charged to the licensed organization by BRE Global.

Certificate Changes

Certificate amendment	BUIU 2016	Version 6
	\$220 per certificate	\$220 per certificate

At the licensed Assessor’s request, certificates can be amended and re-issued after their initial issue. The licensed organization and/or Assessor is required to give notice in writing to BRE Global of a change in legal constitution, trading or title, address, changes to the named individual on the certificate, or other significant

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particulars and declarations upon which the current certificate was granted, within thirty (30) days of any change becoming effective. Where the changes are such that the conditions under which the certification was granted are significantly affected, such as a change of building management companies, may be required. BRE Global will notify the Assessor if a full recertification will be required.

BRE Global reserve the right to charge additional fees at hourly rates to address system or technical queries where these exceed a reasonable norm.

Fast Track Quality Assurance Audit Service

Fast Track QA Audit (3 x QA submissions)

\$1,650

Fast Track 24 QA Audit (1 x QA submissions)

\$950

Information and terms and conditions of the Fast Track service are available to Assessors through BREEAM Projects.

BREEAM In-Use Building Plaques

BREEAM In-Use building plaques can be purchased and then displayed at an asset as long as the BREEAM In-Use certification is current. Certificate plaques display the BREEAM In-Use assessment rating and the star rating for each Part of BREEAM in-Use that has been certified. Options and pricing are available online in the BREEAM Store (<https://www.breeam.com/store/>).

Assessors and Assessor Organizations

Assessor Licensing

Companies may take out a license when they employ one or more individuals who have completed the required training and passed the appropriate exam. This allows for a streamlined process of managing a single licensing process for all the Assessors employed by the Company. There is no additional charge to become a licensed Assessor Organization though there are associated terms and conditions to which the Company must agree.

The individual(s) listed on the license is/are licensed to offer and undertake assessment services via their company under the BREEAM USA In-Use program. Each listed Assessor is provided:

- Unlimited access to the BREEAM In-Use assessment tools
- The ability to receive Performance Measurements for verification from Clients;
- The opportunity to provide certification of assets against all BREEAM USA In-Use Parts
- Organizational and individual listing on GreenBookLive (www.greenbooklive.com) and BREEAM Projects (www.breeam.com/projects).
- Regular communications and updates about the BREEAM In-Use program

Annual license fee

\$ 500 per Assessor

Please visit BRE Academy (www.bre.ac) for the latest training options, fees and course details.

Other Program Related Services

BREEAM Advisory Professional (AP) & BREEAM Associate

Training for BREEAM AP and BREEAM Associate is available through the BRE Academy. Please visit www.bre.ac for details.

Additional Assessor locations listings

Annual additional address listing in GreenBookLive

\$ 200 per listing

Should an Assessor work from more than one office location, or a licensed Assessor Organization has more than one office address, additional Assessor addresses can be listed on the BREEAM USA website.

Miscellaneous Fees

BRE Global monitors and records the performance of Licensed Assessors as described in BREEAM USA Operational Guidance (PN130). Where a complaint is received against an Assessor or an Assessor Organization, either may be liable for the costs of the investigation by BRE Global and subsequent rectification and recertification should improper conduct or work be determined by BRE Global to have occurred.