



PKD Fee Schedule 2024

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Forwarded by: 2023 Chairperson

Reference Document(s):

1. Memorandum of Understanding (MoU) Regarding Participation and Cost Sharing in the Electronic Machine Readable Travel Documents ICAO Public Key Directory (ICAO PKD), Version 8 dated 01.01.2016;
2. B-Fin/112 dated 20.08.2015 – PKD Board Procedure for the PKD Fee Schedule; and
3. B-Fin/226 dated 30.11.2023 – ICAO Operational Fund Estimates and proposed Annual Fee for 2024

Introduction

According to the MoU, Attachment B, the PKD Fee Schedule is published annually. This document indicates the fees approved by the PKD Board for 2024.

Registration Fee

According to the MoU, Attachment B, paragraph 1.1.1.1, a PKD Participant pays a one-time Registration Fee of 15,900 US\$ after the MoU Notice of Participation is lodged.

Annual Fee

The Annual Fee comprises two components: the ICAO portion and the PKD Operator portion. The indicated amounts below are full-year contributions that are reduced pro rata on a daily basis should a PKD Participant sign the MoU or start activity in the PKD later in the year.

For 2024 the budgetary commitment of ICAO for the PKD is US\$ 635,233. Given that this fee is shared between 93 PKD Participants (the number of participants at the cut-off date for calculation, 15 November 2023), the annual fee for 2024 has been calculated as US\$ 6,830.46.

The operator fee for 2024 has been set at US\$ 15,850 for each active PKD Participant. This is based on there being 88 PKD participants active as of 1 January 2024 (Table 1). A participant is considered as active as soon the CSCA is imported into the ICAO PKD. If no CSCA Key Ceremony occurs within a time span of 15 months from the date of becoming a participant, the participant is considered as active at this time in any case.

The total annual fee for 2024, comprising ICAO and Operator fees, amounts to US\$ 22,680.46.

Annual User Fee (in US\$)	
No. of PKD Participants	Annual User Fee per PKD Participant
50-54	27,000
55-59	24,500
60-64	22,500
65-69	20,900
70-74	19,250
75-79	18,000
80-84	16,850
85-89	15,850
90-94	14,950
95-99	14,200
100	13,350

Table 1. Operator fees are set based on the number of active participants. In 2024, with 88 active participants, the fee is US\$ 15,850.
