Annex 10.3 Registration form for laboratories

To apply for QS approval in the scope of Residue Monitoring fruit, vegetables and potatoes

A. General Data

Laboratory:

Address:

Postcode/City:

Country:

Phone:

Fax:

E-Mail:

VAT-ID:

(only specified if the company head office is not in Germany)

B. Responsibilities

Contact person:

Name: E-Mail:

Representative:

Name: E-Mail:

C. Accreditation in accordance with EN ISO/IEC 17025[1]

☐ implemented ☐ under development

[1] Please tick as appropriate.

D. Accreditation in accordance with EN ISO/IEC 17025 for at least the following test methods[2]

Multi-method[3](e.g. DFG S 19; contained in EN 12393-1, -2 and -3/QuECHERS) with LC-MS/MS and GC-MS(/MS) (a subcontract is not possible)

☐ implemented ☐ under development

Modified multi-method (in line with EU reference laboratory, Single Residue Methods, Analytical observation report) (e.g. for dithianon, fenbutatin oxide, phenoxy alkane carboxylic acids (free acids, esters), QACs, matrine)

☐ implemented ☐ under development ☐ single/special method

Single/special methods (a subcontract is not possible)

Dithianon[4]	☐ implemented	☐ under development
Fenbutatin oxide[4]	☐ implemented	☐ under development
Dithiocarbamates[5]	☐ implemented	☐ under development

Single/special method for active substances with complex residue analysis (incl. metabolites)

Amitraz[3,6]	☐ implemented	☐ under development	☐ subcontracted
2,4-D[3]	☐ implemented	☐ under development	☐ subcontracted
Dichlorprop/Dichlorprop-P[3]	☐ implemented	☐ under development	☐ subcontracted
Haloxyfop[3]	☐ implemented	☐ under development	☐ subcontracted
Fluazifop/Fluazifop-P[3]	☐ implemented	☐ under development	☐ subcontracted
MCPA[3]	☐ implemented	☐ under development	☐ subcontracted
2,4-MCPB[3]	☐ implemented	☐ under development	☐ subcontracted
Quizalofop[3]	☐ implemented	☐ under development	☐ subcontracted

[2] Please tick as appropriate.

[3] The parent substance has to be detected via the multi-method. In the process, the traces below the limit of quanti-fication of 0,01 mg/kg have to be considered. If there is a finding, a single method must be used for more precise determination of the metabolites in order to satisfy the requirements of regulation 396/2005. The finding of the single method has to be named in the report.

[4] Acquisition with a multi-method is possible.

[5] e.g. DFG S 15; EN 12396-1 or -2 or -3

[6] The relevant metabolites for the residue definition can be detected via multi-method. In that case, a subcontract is not possible.

Single/special methods for highly polar active substances

Chlorate/Perchlorate	☐ implemented	☐ under development	☐ subcontracted
Chlormequat/Mepiquat	☐ implemented	☐ under development	☐ subcontracted
Diquat/Paraquat	☐ implemented	☐ under development	☐ subcontracted
Ethephon	☐ implemented	☐ under development	☐ subcontracted
Glyphosate	☐ implemented	☐ under development	☐ subcontracted
Amino alcohols[7]	☐ implemented	☐ under development	☐ subcontracted
Phosphonate/Fosetyl	☐ implemented	☐ under development	☐ subcontracted

Other Single/special methods

Matrine	☐ implemented	☐ under development	☐ subcontracted
Nitrate[8]	☐ implemented	☐ under development	☐ subcontracted
Heavy metals	☐ implemented	☐ under development	☐ subcontracted
Sulphite	☐ implemented	☐ under development	☐ subcontracted
Quaternary ammonium-compounds	☐ implemented	☐ under development	☐ subcontracted

E. Subcontracts

☐ subcontract/s enclosed

F. Spectrum of analysis

(List of the active substances and quantification limits which can be tested by the laboratory, subdivided by the used detection modules (e.g. GC-MS(/MS), GC-FPD, GC-ECD; LC-MS/MS)

☐ complete list enclosed

[7] Morpholine/Diethanolamine/Triethanolamine

[8] Method EN 12014-2

G. Copy of an exemplary test report

☐ enclosed

H. Participation in ring tests in the matrix Fruit/Vegetables/Potatoes within the last year prior to application (for all applied methods)

☐ Results (report and laboratory code) enclosed

☐ participated, results are still outstanding

Parameters: _____

I. Declaration of commitment

We commit ourselves to enter the laboratory results into the QS database in accordance with the chronological requirements of the guideline residue monitoring.

Signature/stamp: _____

J. Correctness of reported information

Hereby we confirm the correctness of the reported information. Any changes will be reported to QS unrequested.

Date: _____ Signature/stamp: _____

With receipt of the application documentation and prior to the beginning of the document check, a one-off handling fee of **1.500 €** must be paid (plus VAT at the legally valid rate). On receipt of the approval, the handling fee will be credited against first year's annual fee for approval.

Note: *If no further documents are submitted by the laboratory in the current approval procedure within 12 months of the request by QS, the approval procedure is discontinued. If the laboratory is still interested in participating in the QS scheme, it must submit a new application (see guideline "Validity of the approval procedure"), including a new handling fee.*

Explanations: Documents to be submitted

In addition to the completed data sheet for the document check, the following documents[9] have to be submitted for the approval procedure.

1. Accreditation certificate including enclosures for all applied methods in German or English.
   - List of methods with status "under development".The evidence has to be submitted that the accreditation is expected within the next 12 months.
2. Validation documents for all applied test methods. The documentation should comprise the following:
   - Consideration of typical matrix types (for pesticides water-rich, water- and acid-rich, starch-rich, fat-rich).
   - Dopings repeated five times at the limit of quantification and on a higher level, e.g. ten times higher.
   - Representation of the mean values of the recoveries and the variation coefficients.
     - Representation of the lab-internal extended measuring uncertainty.
     - At the multi-method: Complete spectrum of analysis of all active substances and metabolites (including limits of quantification), subdivided according to the used detection components.
     - Representation of the mean values of the recoveries and the coefficients of variation of the entire spectrum of substances or at least their typical representatives.
     - Confirmation that validation has complied with the required criteria for identification, in particular when checking the limit of quantification (e.g. measurement of two mass transfers in GC-MS/(MS) and LC-MS/MS).
   - Information about the used methods for active substances with complex residue definition:
     - Identification and validation of all analytes via the multi-method, e.g. Amitraz, Flonicamid, Spirotetramat
     - Use of additional single methods for detection of residue definition, e.g. alkaline hydrolysis in phenoxycarboxylic acids. In this case, beside the acids, also typical ester compounds or conjugates have to be validated.
3. Verification documents (current procedures for performance review during routine analysis)
   - Verification of accuracy (recovery, repeatability) for all parameters of all examination methods.
   - at the multi-method
     - all analytes of the substances spectrum according to the specifications SANTE,
     - Presentation of data for new active substances, e.g. newly included active substances in the examination spectrum by QS.
4. Laboratory suitability tests
   - Overview of all conducted laboratory suitability tests.
   - Proof of participation in current external laboratory suitability tests has to be submitted for every applied examination method presented in the form of the original report including cover sheet and laboratory code.
     - for multi-method, at least three participations in the previous year or current year
     - for single methods, at least one participation in the last five years
     - for missing laboratory suitability tests, planning for an intended participation.
5. Copy of an exemplary test report including all relevant residue levels (cf. requirements for test reporting, guideline 6.8).
6. Documentation of subcontracting (if necessary).

[9] The documents must be submitted in such a form that the numbering listed above can be found in the electronic document name or in a document overview.