



Instructions for Handling Chemical Test Materials and Recording Results

Receipt and Storage

- Test materials 760, 761, 762, 763, 770, 772, 774, 775, 776, 777, 778, 779, 780 & 781 should be stored at 2-8°C.
- Test material 773 should be frozen upon receipt.
- On receipt of the test material, record the date and store as appropriate.
- The test material should be analysed in accordance with the deadlines shown on the website: <https://www.lgcpt.com/portal>

Test Material Preparation

All test materials are supplied in a ready-to-use format.

Test Material details

- Test material details are available in the current QFCS application form and scheme description.

Test Material analysis

- All samples should be equilibrated to room temperature 20(±5)°C before any analyses are performed.
- Samples should be analysed by the normal method(s) used by your laboratory.
- No pre-treatment (i.e. dilutions, etc) of any of the chemistry samples is required prior to analysis; however test materials may settle during transit. If required, please ensure test materials are thoroughly mixed prior to any sub-sampling or analysis is performed.
- Full details regarding reporting units and format are available in the current QFCS Scheme Description.
- Unless otherwise specified all results should be reported on the test materials as it has been provided (i.e. results are not to be expressed on a dry basis).

Specific Chemical Test Material Recording Requirements

- *Preservative* results to be expressed as benzoic acid, sorbic acid and/or sulfur dioxide as appropriate.
- *Sweetener* results to be expressed as saccharin, acesulfame K and/or aspartame as appropriate.
- *Protein* is to be expressed as the nitrogen content multiplied by 6.25 (i.e. protein = N x 6.25).
- *Salt* results are to be expressed as % sodium chloride (NaCl).
- *Sodium* results as are to be expressed as % sodium (Na).
- *Acidity* results are to be expressed as % Oleic acid
- *Total Dietary Fibre* values only are to be reported.
- Report the %*Carbohydrate* using one of the following calculations:

Total Carbohydrate = 100 - (fat + protein + moisture + ash)

Available Carbohydrate = 100 - (fat + protein + moisture + ash + dietary fibre)

- Report *Energy* as either kcal/100g or kJ/100g to the nearest whole number using one of the following calculations (factors shown are for kJ):



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Type 1: (17 x protein) + (37 x fat) + (17 x total carbohydrate)

Type 2: (17 x protein) + (37 x fat) + (17 x available carbohydrate*) + (8 x total dietary fibre)

*Available carbohydrate = Total carbohydrate – Total dietary fibre

Please ensure the correct methods are chosen when entering results into PORTAL.

- *Pesticides* – participants are requested to assess test materials provided for the presence and quantification of pesticides within the scope provided in appendix 1 of the current QFCS Scheme Description.

A blank matrix is provided for laboratories that require a spiked quality control material to be run alongside samples being assessed. Results are not required to be returned for the blank matrix provided.

The following are required to be reported for the pesticide proficiency test material:

- The method used
- The quantity of pesticide determined where a pesticide has been identified.

- *Vitamins* – The following formats are required to be used for the reporting of vitamins:

- Vitamin A to be reported as retinol
- Vitamin C to be reported as ascorbic acid
- Vitamin D to be reported as total D3 present

- *FAMES* – All FAMES are to be reported as a g/kg of the fat within the test material provided.
- *Colour in edible oils and fats* – participants are permitted to report results determined either by spectrophotometer or Lovibond. For Lovibond participants are permitted to report the red, yellow, blue and/or neutral values routinely determined (RYBN).

Participants are also requested to choose the relevant method option when entering their results. Method options available are based on the cell path length used for the analysis.

- *Gluten in flour* – Results are to be expressed as mg/kg of gluten.

Recording Results

- All results should be submitted using PORTAL
- Please go to <https://www.lgcpt.com/portal>
- Login using your Lab ID, username and password.
- A PORTAL user guide can be downloaded from the help section.

If you need any help at all please do not hesitate to contact our support team using the details below or your local LGC representative.

Tel: +44(0)161 762 2500

Email: support@lgcgroup.com



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Precautions

- All test materials are supplied on the understanding that the purchaser has suitably competent and qualified personnel to handle them safely.
- Test materials must only be opened in a laboratory by qualified personnel.
- Refer to the Safety Data Sheet for information on the safe handling of the test material.