

LEAP Potable Water Chemistry Emergency Proficiency Testing

April 2010 – March 2011

PROGRAMME, ORDER FORM & PRICE LIST

This programme is aimed at testing the capabilities of a laboratory to analyse a completely unknown chemically contaminated potable water sample on an emergency short-term rapid screening basis.

For each proficiency test a participant will be sent a potable water sample together with an incident scenario, which will detail how the possible chemical contamination may have occurred. Background determinand levels can be determined from the 'blank' material that will be sent to participants with the spiked sample. Participants will then be requested to submit responses to the following questions: -

1. What is in the water?
2. Nature of contamination (e.g. metallic, pesticide residues, etc)
3. What methods were used to detect the contaminant(s)?
4. Which screening tests were used?

For the laboratory to gain maximum benefit from participation it will be absolutely crucial that laboratory staff have no advance warning of the test. Results from the sample will then be faxed or e-mailed to LEAP.

The closing date for submission of results is 6 days from start date for exercise.

Laboratories will be informed within 2 days of the closing date for results of the contaminants present in the sample.

LEAP REPORTS: Price of the proficiency test includes access to an electronic copy of the report for the sample contact and an additional report contact if required. Reports are normally available on our website within 5 weeks of the closing date of the test. Paper reports are available at additional cost and are sent by post after reports are available on the website.

The final report format will be a compilation of results returned by participating laboratories, together with the time any contaminants were found and methods employed. All laboratories in the final report will be anonymous and listed by numbers only.

Discussion Forums

Two meetings per year will be held at The Food and Environment Research Agency (FERA), York to discuss the outcomes of each emergency test. These meetings are seen as an important opportunity for participants to share information on detecting the contaminants present. The cost for participating in these meetings has been included within the price for participation in these tests with a maximum of 2 people per organisation attending. Chatham House Rule applies.

Distribution Dates

Two tests per year will be distributed, the first in May 2010 and the second in November 2010. The correspondent detailed on your registration form will be informed of the exact start date approximately two weeks before it is due to start. We will e-mail the airway bill number of your courier consignment to the sample contacts e-mail (if supplied) which will enable you to track your parcel (airway bill numbers are also available from the secure pages of the FAPAS® website). LEAP are not responsible for damage or loss of test materials due to problems in customs. If you require special import permits for importing certain types of test material into your country please inform us at least 3 weeks prior to dispatch date. Please refer to terms and conditions for full details.

Please advise us if your invoicing address is different from that overleaf.

Invoicing. Remittance should only be made on receipt of an invoice. An invoice will be issued shortly after your order is received. This means that you will be paying for some tests in advance. Your invoice will contain our banking details and full information on how to pay. Full details of our terms and conditions are available on request or from www.fapas.com.

Cheques should be made payable to Food and Environment Research Agency in GBP (paid using a cheque drawn on a UK bank), or made payable in EUR or USD.

BACS payments and bank credit transfers are acceptable please see your invoice for details. Please ensure that your payment includes all bank charges incurred in transferring fees. FERA will not be liable for these charges and will aim to recover any costs incurred from participants.

Credit card payments are also acceptable.

The liability for Valued Added Tax (VAT) on the services provided is as follows:

UK & The Isle of Man participants are liable for UK VAT.

EU (not UK) participants who are not registered for VAT are liable for UK VAT. Participants who are registered for VAT and who receive the supply for business purposes are not liable for UK VAT and should account for any tax locally.

Please supply your VAT number on the registration form.

Non-EU participants are not liable for UK VAT.

VAT, when charged, is currently at a rate of 17.5%.

Please return this form to: LEAP, FERA, Sand Hutton, York YO41 1LZ UK Fax: +44 (0) 1904 462040

Email info@fapas.com

You are advised to keep a copy for your own records

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All samples & correspondence will be sent to this address unless indicated otherwise. Please complete your details:

Contact Name:
Company Name:
Address:

Company Tel No:
Company FAX No:
Company e-Mail
VAT Reg No.:(EU Only)
Website:
Direct Tel No
Direct e-Mail

Postcode:
Country:

Please tick (✓) which test you require

| Proficiency Test Number | Date | (✓) | Price | |
|-------------------------|----------|-----|-------|------|
| EMY 20 | May 2010 | | £515 | €700 |
| EMY 21 | Nov 2010 | | £515 | €700 |

For these tests the sample supplied may contain inorganic and organic contaminants. In addition a separate sample for the analysis of gross alpha and beta radioactivity only will also be supplied with each test.

Please indicate below by ticking (✓) which contaminant types your laboratory will be analysing for: -

| Contaminant Type | (✓) |
|------------------------------------|-----|
| Organic | |
| Inorganic | |
| Radioactivity (Gross Alpha & Beta) | |

| Postage (per distribution) | £ | € |
|----------------------------|----|----|
| UK | 20 | 30 |
| EU (Non-UK) | 55 | 65 |
| Non-EU | 65 | 95 |

| | £ | € |
|---|----|----|
| Paper Reports (each) (electronic copy included in price) | 40 | 55 |

Important Notes:

1. If you wish to report your results for these tests by e-mail please ensure you have supplied an e-mail address above.
2. Please ensure the contact name and address for delivery of your sample is correct.

Your Purchase Order Number (to expedite your registration)

I apply to join the LEAP Programme on the basis of the FERA® Standard Terms and Conditions for Proficiency Testing Schemes document.

Signed: Date:

This order will be confirmed– if you have not received confirmation within 30 days of placing your order please contact us to check that your order has been received.

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Samples supplied with each test will be as follows:-

1. CONTAMINATION INCIDENT

2 x 1 litre organics bottles labelled CONTAMINATION INCIDENT.

1 x 1 litre PET physicals bottle labelled CONTAMINATION INCIDENT.

1 x 250ml polypropylene metals bottle labelled CONTAMINATION INCIDENT. (This sample has been acidified to 0.1M with nitric acid.)

2. BLANK

2 x 1 litre organics bottles labelled BLANK.

1 x 1 litre PET physicals bottle labelled BLANK.

1 x 250ml polypropylene metals bottle labelled BLANK. (This sample has been acidified to 0.1M with nitric acid.)

The BLANK sample is supplied **solely** to allow the laboratory to compare the background matrix of the CONTAMINATION INCIDENT sample **before** any contaminants are added.

3. RADIOACTIVITY

1 x 250ml polypropylene bottle (1% nitric acid) for radioactivity gross alpha and beta only. To test for rapid gross alpha and beta levels above 1Bq/litre.