



Bozhko Nataliia  
January 11<sup>th</sup> 2018

**PROFICIENCY TESTING PT.UA.5.1.2017**  
**PIPPETES CALIBRATION**  
**PROFICIENCY TESTING PROGRAMME – ROUND 2(ENG)**

Kyiv-2018

## 1. INTRODUCTION

Given the key role of reliable calibration results requirements for the competence of laboratories that perform such calibrations should be confirmed.

The purpose of proficiency testing in volumetric calibration is to determine the characteristics of the operation (as described in ISO\IEC 17043 [1-2]) and improve the reliability of test results.

This proficiency testing involves the use of inter-laboratory comparisons to confirm the performance of individual laboratories' abilities and/or identify areas of improvement.

The functioning management system Metrology service Ltd. (further - Provider) complies with ISO\IEC 17043:2010[1-2] requirements and covers all aspects of proficiency testing(further - PT) for all proficiency tests

## 2. DESCRIPTION

### 2.1. PARTICIPATION

2.1.1. Minimum methods for participation. Any organization, providing calibration of sample(comparison standard) may participate in this voluntary Program.

2.1.2. Metrology service Ltd. assigns a unique identification number to each participant that is confidential and reported only to this participant.

2.1.4. Participation fee for participants from Ukraine is 4 000.00 UAH without paying VAT. Participation fee for participants from outside of Ukraine is 150.00 USD.

### 2.2. METHODS

Participants can provide test results by their own methods of choice. Participant must report to the Provider in the form of their own calibration protocol and/or calibration certificate with required statement of measured volume and expanded uncertainty.

### 2.3. SAMPLES

2.3.1. Sample (comparison standard) is a single channel variable volume pipette with tips with nominal volume 20-200 µl.

2.3.2. Sample shipment. Metrology service will be sending packed and identified sample through DHL or Nova Poshta companies. Participant must return (ship back) the sample within 4 days after accepting.

**2.3.3. Unpacking. Temperature stabilization for the sample is not less than 4 hours in the conditions of the laboratory.**

**2.3.4 The points of calibration are 20 µl, 100 µl, 150 µl. A participant can choose how many points to do.**

**2.3.5 Provider except the report of proficiency testing in form of participant calibration Certificate or calibration Protocol, with should include information about result of calibration and the expanded measurement uncertainty.**

## 2.4. SCHEME AND SCHEDULE

2.4.1. This proficiency testing program is a sequential participation schemes according to A.2 of appendix A ISO\IEC 17043[1]. Sample is shipped to every participant sequentially. Each participants sends the sample back to the Provider together with the report, Provider ships the sample to the next Participant. Each participant is reporting by their own form of calibration certificate/protocol of calibration. After all participants finished calibration, Provider publishes the final report on this round

2.4.2. Round 2 schedule.

Participants registration	<b>till 13-00 EET 26.01.2018</b>
Sample shipment	<b>29.01.2018</b>
Reporting results for participants	<b>During 4 days after receiving the sample, return the sample to the Provider</b>
Report publication	<b>till 28.02.2018</b>

## 2.5. REPORT AND PROCESSING RESULTS

2.5.1. Metrology service Ltd. processes and analyses results according to [1-3]. The traditional  $E_n$  [1-2] will be used for assessment of participants' results.

2.5.2. Metrology service Ltd. publishes the Proficiency testing report according to [1,2].

2.5.3. Proficiency testing report will be published in two languages – English and Ukrainian. Basic (reference) language is English.

## 3. PARTICIPANT INFORMATION

Participants must provide the following information by **e-mail in any form**:

1. Full name (English and/or Ukrainian), Bank details, address, registration number, detail of person, who will sign a contract;
2. Full name and address of laboratory (testing facility) if it is not equal to clause 1;
3. Address of shipment of samples or Nova Poshta LLC department number or DHL (with the choice of shipment type);
4. Participant contact person full name;
5. Contact telephone number (e.g. mobile) and e-mail address of the participant contact person.

## 4. PROVIDER CONTACTS AND PROGRAM MANAGER

Metrology service Ltd., Ukraine, 03022, Kyiv, 45 Vasilkivska st., office 403.

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## 5. NORMATIVE REFERENCE

1. ISO/IEC 17043:2010 Conformity assessment -- General requirements for proficiency testing

2. ДСТУ EN ISO/IEC 17043:2014 Оцінка відповідності. Загальні вимоги до перевірки кваліфікації лабораторій.
3. ISO 13528:2015 Statistical methods for use in proficiency testing by interlaboratory comparisons