



INSTRUCTIONS TO PARTICIPATING LABORATORIES

To ensure that results from this programme can be analysed properly, participating laboratories are asked to strictly adhere to the following instructions.

1. Participating laboratories are supplied with a bag of powered biscuit sample, which is labelled as “Test Sample”.
2. Upon receipt of the samples, participating laboratories should carefully inspect the samples for any physical damages and defects. If presence of abnormality is detected, please contact the organisers at calvinho@itc.gov.hk immediately. New sample(s) will be replaced if necessary.
3. If the conditions of the samples are satisfactory, participating laboratories shall promptly acknowledge the receipt of the samples by returning the “Receipt Form” electronically to the organisers at calvinho@itc.gov.hk.
4. Analysis may commence as soon as the sample is received. The sample should be stored in the original packaging at room temperature until analysis commences.
5. The following analyses are to be performed. Analysis results, in g/100g on as-received basis, and other information should be reported on the given “Results Proforma”.
 - i. Protein [multiply percent nitrogen by factor 6.25 to calculate percent protein]
 - ii. Total lipids [total amount of fats (free and bound) and fat soluble substances]
 - iii. Saturated fat [sum of saturated fatty acids, e.g. C_{4:0}, C_{6:0}, C_{8:0}, C_{10:0}, C_{12:0}, C_{14:0}, C_{15:0}, C_{17:0}, C_{18:0}, C_{20:0}, C_{24:0}, etc.]
 - iv. Trans fatty acids [sum of all the geometrical isomers of monounsaturated and polyunsaturated fatty acids having non-conjugated, interrupted by at least one methylene group, carbon-carbon double bonds in the trans configuration, e.g. C_{14:1T(9-trans)}, C_{16:1T(9-trans)}, C_{18:1T(total)}, C_{18:2TT(9, 12-trans)}, C_{18,2T(9-cis, 12-trans)}, C_{18:2T(9-trans, 12-cis)}, C_{20:1T(11-trans)}, C_{22:1T(13-trans)}, etc.]
 - v. Sugars [sum of monosaccharides and disaccharides present]
 - vi. Sodium
 - vii. Moisture
 - viii. Ash
 - ix. Total dietary fibre

Participating laboratories should be aware of analyte stability and perform the analyses in an appropriate order.



HONG KONG ACCREDITATION SERVICE (HKAS)
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“NUTRIENTS IN FOOD”
PROFICIENCY TESTING PROGRAMME (APLAC T073)



6. Except the analysis of total dietary fibre, participating laboratories should use the most appropriate analytical methods which would normally be used to analyse customer samples. For “sugars” and “trans fatty acids”, the analysis results should be conforming to the respective definitions given by Codex Alimentarius (CAC/GL 2-1985). AOAC Official Method should be used for the analysis of total dietary fibre.
7. Estimate and report the expanded measurement uncertainty with coverage factor (k) for each result.
8. Send the completed results sheet to the organisers on or before 14 November 2009 at chtran@fehd.gov.hk using the electronic copy of the “Results Proforma” provided.

(Notes: 1. Under normal circumstances, results submitted after the deadline will not be accepted. 2. Owing to possible poor transmission quality, results submitted by fax are generally not acceptable.)
9. For enquires, please contact the organisers at swcchung@fehd.gov.hk .