



THE NATIONAL INSTITUTE OF HORTICULTURAL RESEARCH  
96-100 Skierniewice, Konstytucji 3 Maja 1/3 Str.

FOOD SAFETY LABORATORY  
96-100 Skierniewice, Pomologiczna 13B Str.

Head of the Laboratory: e-mail: [Artur.Miszczyk@inhort.pl](mailto:Artur.Miszczyk@inhort.pl); Tel: + 48 46 834-52-72

Customer Service: e-mail: [Alicja.Kazmierczak@inhort.pl](mailto:Alicja.Kazmierczak@inhort.pl); Tel: +48 46 834-52-86

F-01/PO-02 – Effective date: 31.10.2024

Order No ZBBŻ-...../.....date.....for the lab test				
<b>Customer</b>				
Name:				
Address:				
Tel:				
E-mail:				
VAT number:				
<b>The test object / No of samples</b>				
<b>Scope of the test</b>		Residues of plant protection products		
<b>Test method <sup>1</sup></b>	PN-EN 15662 (QuEChERS)	Food, agricultural products (materials of plant origin)	GC-MS/MS (Tab. 1)	
			LC-MS/MS (Tab. 2)	
			LC-MS/MS (Tab. 3)	
			LC-MS/MS (Tab.4)	
	Soil	GC-MS/MS (Tab. 5)		
		LC-MS/MS (Tab. 6)		
	PB-03	Water	GC-MS/MS (Tab. 7)	
	PB-02		LC-MS/MS (Tab. 8)	
	PN-EN 12396-2 (Dithiocarbamates)			
	PB-04 (Ethylene oxide)			
EURL-SRM QuPPE-Method:				
Other (individual analysis and packages):				
<b>Purpose of the study:</b>	<input type="checkbox"/> assessment of compliance with applicable regulations <input type="checkbox"/> scientific research (R&D) <input type="checkbox"/> other			
<b>Method of sample(s) delivery</b>	By post office		Personally	
<b>The order completion date</b>				
<b>The cost of the order</b>		In words:		
<b>A method for receiving report(s)</b>	By post office		Personally	
<b>Confirmation of compliance in accordance with applicable requirements, the principle of making decisions of compliance according to SANTE/11312/2021v2 (including 50% extended interlaboratory uncertainty):</b>				
<input type="checkbox"/> <b>Conventional food</b> - Regulation (EC) No. 396/2005 (current version)				
<input type="checkbox"/> <b>Organic food</b> - Regulation (EC) No. 2018/848 (current version)				
<input type="checkbox"/> <b>Baby food</b> – Commission Directive 2006/125 / EC (current version)				
<input type="checkbox"/> Other (please specify)				
.....				
<b>Other individual customer requirements:</b>				
<input type="checkbox"/> Correctness of the use of plant protection products. Compliance with current requirements in Poland.				
<input type="checkbox"/> Analysis of the residue of herbicides in damaged plants and crops				
<input type="checkbox"/> Presentation of the results with intra-laboratory uncertainty				
<input type="checkbox"/> Other (please specify)				
<b>Sample storage period after issuing the test report: 14 days</b> <input type="checkbox"/> Other (please specify): .....				



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### GENERAL TERMS OF THE ORDER

1. The FSL is required to send a test report within 3 weeks of the adoption of the sample (unless otherwise specified).
2. In the case when the method selected by the customer is incorrect / out of date or when the customer did not specify the method to be applied, the FSL will choose the right method by informing and agreeing with the client.
3. The FSL does not undertake research methods that can raise doubts as to their credibility or objectivity in relation to the results obtained.
4. If the order concerns the subject of research, features, changes in the measuring scope or methods that are not placed on the "List of Research in the Flexible Scope of the FSL accreditation No. AB 757 " <sup>1)</sup>, FSL allows them to modify them by re-validation or verification. The customer is informed about the situation. All changes are placed on the "List ..." shared publicly, then the FSL is made to implement the order.
5. The client is responsible for the collection of the sample(s) and transport to the laboratory. The FSL is not responsible for the result in the case of improper collection or transport of sample(s).
6. The customer undertakes to provide a sample to the FSL at his own expense. The test sample is not refundable.
7. Providing a sample or documentation not meeting the requirements of the FSL will prevent the execution of the service.
8. The FSL undertakes to immediately inform the Customer of any derogations from the arrangements or records concerning the executed order. The derogations required by the Customer do not affect the reliability of the FSL or the validity of the results.
9. The customer may take advantage of the right to participate in the tests of samples provided by them as an observer after a prior appointment.
10. If a pesticide residue is detected, the result is given with uncertainty estimated at the confidence level  $p = 95\%$  and the  $K = 2$  extension coefficient. The specified uncertainty of the result does not cover the sample collection stage.
11. Confirmation of compliance for the results of the study is carried out as part of an opinion and interpretation.
12. The customer authorizes the FSL to issue a VAT invoice without a signature. The payment for the service should be paid after receiving the invoice and within the period indicated on the invoice.
13. The FSL can use the results for scientific or R&D studies exclusively without specifying the customer.
14. The customer has the right to bring a complaint in accordance with the applicable legislation. The procedure on how to deal with the complaint is available in the FSL.
15. The FSL adheres to impartiality and confidentiality relative to all customers and data collected (obtained or produced) as part of laboratory activities. The FSL can disclose confidential information if it is obliged by law or authorized by the provisions of contracts at the same time informing the customer about this fact.
16. Analyzes performed by the FSL apply in regulated areas.
17. According to the Act of 10 May 2018, the protection of personal data DZ. U. 2018 pos. 1000 and the Regulation of the European Parliament and of the Council (EU) of 27 April 2016 No. 2016/679 on the protection of natural persons in relation to the processing of personal data and on the free movement of such data and repealing Directive 95/46 / EC (Rodo), I expressly express the consent to the processing of personal data provided by me, which exceed the scope of data required based on legal provisions by the National Institute of Horticulture Research in Skierniewice, Konstytucji 3 Maja 1/3 Str., to achieve objectives related to conducting the testing process.

**Number of attachments (protocols of samplig):**

**I declare that I have read and accept the above order conditions:**

Date / Signature of the Client

**Reviewed and approved:**

Date / Signature of the Head of the FSL  
(or Quality Manager of the FSL)

<sup>1)</sup> – The current "List of tests carried out within the flexible scope of accreditation" constituting an attachment to the "Scope of accreditation No. AB 757" and the current offer of tests are available at FSL and on the website::

<http://www.inhort.pl/komorki-organizacyjnej/zaklad-badania-bezpieczenstwa-zywnosci/>

**Note: Shaded fields fills the laboratory**