

## ANALYZING THE SAMPLE

This sample is ready for analysis. **DO NOT REGRIND IT.** Remixing is permissible if done quickly. When you open the container, transfer the sample to a new airtight container (bottle) to prevent loss or gain of moisture.

In analyzing and reporting this sample you are to:

1. Weigh a separate portion of the sample for each complete analysis.
2. Make only a single assay of the sample for each analyte in a given day.
3. Make a second analysis on another day. No two weighings or analyses by any procedure are to be made on the same day. Wait several days if possible.
4. Do not perform more than two analyses unless you are aware of an error.
5. Determine moisture, protein, fat, fiber, and ash on all samples possible.

## REPORTING RESULTS

1. Report results on AS RECEIVED basis.
2. **Report two and only two** analytical results on each method; however, no analysis may be discarded once it is completed and the result has been calculated. If something goes wrong during an analysis which would cast doubt on the result, discard it before completion and start over with a new weighing.
3. **DO NOT CALCULATE AN AVERAGE OR REPORT AN AVERAGE.**
4. Record the analytical results on the other side of the corresponding line. Show the assay method by writing the proper 5-digit assay code. For example, Phosphorus-photometric (AOAC 965.17) is 031.01, Phosphorus-GQMP (AOAC 964.06) is 031.02. Refer to the Method Codes Table in assigning assay codes.

5. AOAC methods from *Official Methods of Analysis*, 18<sup>th</sup> ed. of the AOAC INTERNATIONAL, are preferred. Other methods are acceptable if reported with proper code extension.
6. **Foreign Labs** -- Be careful to report in correct units of measure. The units of measure used in this program, e.g., pound (lb) may not be the same as the units required in your country.  
g/lb = grams per lb (one lb = 453.6 grams)  
g/T = grams per ton (one ton = 2000 pounds)  
IU/lb = International Units/pound  
KU/lb = 1000 IU/lb.  
ppm = parts per million

Return the results by e-mail using the Excel form, which is e-mailed to participants or may be downloaded from the AAFCO website ([www.aafco.org](http://www.aafco.org), News and Information, Check Sample Program)

Email all results to:-

Dr. Victoria S. Siegel, Chair  
AAFCO Check Sample Program  
Office of Indiana State Chemist  
Purdue University  
175 S. University St.  
West Lafayette, IN 47907-2063  
E-mail: vsiegel@purdue.edu  
FAX: (765) 494-8722

Contact the Chair if you do not have Excel and need to submit results in a different format.

**If a sample is lost or damaged in shipping,** send an e-mail including the AAFCO Check Sample Number of the damaged / missing sample, your AAFCO lab number, your name and company name, and current mailing address to Dr. Siegel at the above e-mail address. Alternatively, send a FAX to Dr. Siegel with the above information.