

IMPORTANT NOTICE TO THE CUSTOMER

Certificate/s of Analysis will be released ONLY:

- To the person who brought the sample to the laboratory otherwise an authorization letter is required
- Upon presentation of the following
 - Official receipt (original/photocopy) for the analysis
 - Customer's copy of the Laboratory request Form (LRF)
 - Government issued ID OR Company ID
 - Authorization Letter (OPTIONAL) from the customer reflected in the LRF in the event that a different person will claim the result.

Guidelines in Releasing of Online Copies of Certificate of Analysis (CAR)

- The following documents should be submitted by the client through e-mail (director@bai.gov.ph; cc: cfas@bai.gov.ph)
 - An approved written request addressed to BAI Director (attention to VLD Chief)
 - Scanned copy of the customer's copy of LRF
 - Scanned copy of the official receipt for the analysis.
- Online copies of the results will only be sent to the email address as reflected in the original LRF.
- Results will not be released online if there is no reflected email address of the customer in the original LRF

Note: Online copies of CAR are scanned copies of the original CAR and marked as unofficial copy. The original copy of CAR is still advised to be claimed.

Conforme:

By signing below, I acknowledge that I have read, understood, and agree to the policies/procedure/guidelines of the CFAS laboratory. I also understand that CFAS reserves the right to refuse the release of test results to customers lacking proper documentation.

✓
Printed Name and Signature of Customer

GUIDELINES IN ACCEPTING OF SAMPLES

- Samples must be properly packed (no leakage or holes) and properly labeled.
- Identification on the sample label must match the identification on the LRF.
- Sample weight and volume must meet the sample weight/volume requirement (SEE BELOW)
- Antibiotics, Vitamins and Trace Mineral samples must be accompanied with label claims, if applicable.
- Manure samples must be bone-dried and well packed.
- Forages must be sun-dried and reduced to appropriate size.
- Monitoring and for registration samples must be accompanied with AFVDBCD transmittal.

Analysis	Sample Weight/Volume Required (Approximately)
Proximate Analysis *With Moisture-Free Individual Analyte	250g *Not less than 1000g 100g
Liquid Sample/Suspension	250mL
Veterinary Drugs (Finished Product)	250g
Veterinary Drugs (Raw Material)	10g
Premixes	250g
Samples for Banned Drugs	1000g
Samples for Aflatoxin Analysis	1000g

Note: Samples that does not meet the acceptance criteria will be rejected.