QualcoDuna Proficiency Testing Hungary Nonprofit Ltd.
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**Proficiency testing provider accredited by NAH under No. NAH-8-0003/2023.**

# DRINKING WATER/SURFACE WATER/WASTE WATER COMMON MATRIX TESTING

## Work instructions

## QDJV-5/2026

## 1. General instructions

### *1.1. Sample storage*

Analyses should be performed as soon as possible after arrival of samples and immediately after preparing the prescribed dilutions, if applicable. Samples should be stored unopened at 4 ± 2°C in the dark until analysis. Please follow the safety instructions for laboratory chemicals when handling samples. Samples should be treated as routine samples.

### *1.2. Sample preparation*

Samples are preserved according to ISO 5667-3:2018 if applicable (preservation is not required for the following samples: **DW/WW-NS-1, DW/WW-NS-2)**. **Phenol index** samples (**DW/SW-Org-1; DW/SW-Org-2**) are preserved according to MSZ 1484-1:2009.

All parameters are present in soluble form, samples should not be filtered and must be processed separately. Samples should be diluted by the prescribed dilution factor before analysis with laboratory grade water.

***Measurement results should be reported for the diluted samples.***

## 2. Samples:

### 2.1. Sample code: IV/SZV-NS-1, IV/SZV-NS-2

**Dilution factor: 100x**

Parameter and expected concentration range:

| | | |
|---|---|---|
| **$F^-$ (free) (mg/dm$^3$)** | **0.5 – 2.5** | **mg/dm$^3$** |

### 2.2. Sample code: IV/FSZ/FV-NS-1, IV/FSZ/FV-NS-2

**Dilution factor: 100x**

Parameter and expected concentration range:

| | | |
|---|---|---|
| **Turbidity (FNU)** | **0.3 – 2.8** | **FNU** |

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## 3. Reporting of results:

Participants are asked to report their expanded measurement uncertainty together with the measurement results using a **coverage factor of k = 2**, so that $E_n$ numbers can be calculated for evaluation. Please make sure that expanded measurement uncertainties are reported in the **same unit of measurement** as the measurement results.

**Results can be reported via our website (www.qualcoduna.hu)** using your personal login ID communicated earlier by e-mail. (Choose *Login to online services*, then go to *Reporting of results* to see the online data report forms.) After required fields are filled in and data report form is sent, you will receive a confirmation that your data is received (If you do not receive the confirmation, reporting of results failed.) Please check, save and retain this confirmation for later use.

In case online reporting is not possible, please write us: info@qualcoduna.hu.

**Reporting deadline: November 13, 2026.; 16:00**

Please make the appropriate rounding and report in the unit of measurement stated on data report forms. Results reported after the above deadline or as „< LOD/LOQ" will be excluded from evaluation, results reported in inappropriate units of measurement will not be converted. (Reference: ISO 13528:2022. Statistical methods for use in proficiency testing by interlaboratory comparisons.)
Please note that **in case zero ("0") is reported** as measurement result, it is regarded as a valid result and is **evaluated accordingly**.

Budapest, October 06, 2026.

Dr. Norbert Mátrai
coordinator