

2019 年春季 UILI 会議
役員会
<日環協代表団参加報告>
《テレビ会議》
2019 年 7 月 17 日

一般社団法人 日本環境測定分析協会

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■会議概要

開催日時： 2019年7月17日(水) 21:00～24:30

開催場所： Skype 開催

出席者（敬称略）：

UILI 役職	役員氏名	所属	国
会 長	ルーク・ショルティス	VRS	オランダ
副 会 長	アルバロ・シルバ	RELACRE	ポルトガル
副 会 長	ジョルディ・オリバー・ロデス	AELI	スペイン
事務局長	マリアンヌ・アデコ	IPAN	ナイジェリア
コロンビア 代表役員	ガブリエル・フォンセカ	ASOCOLAB	コロンビア
アルゼンチン 代表役員	ホラシオ・デナリ 代理：マルタ・サンチョ	CALIBA	アルゼンチン
カナダ 代表役員	ギブ・マケンティ	CCIL	カナダ
EUROLAB 代表役員	ホセ・ルイス・サンチェス	EUROLAB	欧州
インド 代表代理	D・S・ティワリ	AOIL	インド
インド 代表代理	R・B・シンハ	AOIL	インド
事務局	ラース・ファン・ホール	VRS	オランダ

< 協会正式名 >

UILI	Union Internationale des Laboratoires Indépendants
AELI	Asociación Española de Laboratorios Independientes (スペイン)
AOIL	Association of Indian Laboratories (インド)
ASOCOLAB	Asociación Colombiana de Laboratorios (コロンビア)
CALIBA	Cámara Argentina de Laboratorios Independientes Bromatológicos, Ambientales y Afines (アルゼンチン)
CCIL	Canadian Council of Independent Laboratories (カナダ)
EUROLAB	European Federation of National Associations of Measurement, Testing and Analytical Laboratories (欧州)
IPAN	Institute of Public Analysts of Nigeria (ナイジェリア)
JEMCA	Japan Environmental Measurement and Chemical Analysis Association (日本)
RELACRE	Associação de Laboratórios Acreditados de Portugal (ポルトガル)
SOTLAN	Society of Testing Laboratory Analysts of Nigeria (ナイジェリア)
VRS	Vereniging van Raadgevend Scheikundige Laboratoria (オランダ)

■アジェンダ

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- 2 アジェンダの承認 **資料 A**
- 3 2018年10月24日シンガポール開催の2018年第2回役員会議議事録の確認 **資料 B**
 - 3.1 前回会議議事録からの懸案事項（アジェンダ外）
- 4 財務報告
 - 4.1 2014・15・16・17・18年 財務報告 **資料 C・D・E・F・G**
 - 4.2 2019年6月30日現在財務報告**資料 H・I**
 - 4.3 2020～2022年予算
- 5 次回フランクフルト年会に向けての準備
 - 5.1 2019年度 LABMEETING **資料 J**
- 6 ILP委員会、2019-2021ILP計画
 - 6.1 JEMCAによる第22回ILP「粉体中のPCBおよび水銀」 **資料 K・L**
 - 6.2 ILP運営担当
- 7 2020-2022年 運営戦略計画
UILI と TIC council<<http://www.tic-council.org/>>、および UILI 会員協会との関係
- 8 加入団体活動：
ILAC ステークホルダー委員会
地域認定協会：EA、IAAC、APAC、AFRAC、ARAC
ISO/CASCO ISO/REMCO UNIDO
- 9 会員増強
 - 9.1 中国国家品質監督検査検疫総局（CSIQ）
- 10 今後の会議予定
 - 10.1 2019年第2回ー2019年10月24日(木)・25日(金)ドイツ・フランクフルト開催
 - 10.2 2020年第1回ー2020年4月16日(木)・17日(金)オランダ・ロッテルダム開催、VRS110周年総会 LABMEETING 2020
 - 10.3 2020年第2回ー2020年10月22日(木)・23日(金)カタール・モントリオール開催
- 11 その他（会長承認）
- 12 閉会

■議事録

1 出席の確認と欠席のお詫び

元会長フェルナンデス博士、JEMCA 松村博士より会議欠席の連絡あり。
IPAN アデコ氏、CALIBA イスマチ氏、ASOCOLAB フォンセカ氏、モンテスニノ博士は遅れて出席予定。SotLan オイディラン博士、ソレス氏からは回答が届いていない。

2 アジェンダの承認 資料 A

アジェンダは承認された。

3 2018年10月24日シンガポール開催の2018年第2回役員会議議事録の確認

資料 B

2018年10月シンガポール役員会議事録は承認された

3.1 UIIL のオランダ登記：

公証人マイヤー氏を通じて、定款をオランダ法務局へ提出。フランクフルト会議までに役員へ今後の方針の提案を送る。

3.2 会費構造見直し：

財務担当と相談し、会費は見直さないこととした。

3.3 グアテマラ協会入会：

モンテスニノ博士が担当。後ほどアフリカ滞在中の博士から報告予定。

3.4 メリッサ・フェルナンデス・バレロ氏との事務局契約：

本人に継続の意思はあるが、給与 20%増を要求。現在の財政状況からこれに応えるのが難しいため、契約は継続しないことを判断した。

3.5 役員改選：

オランダ協会 VRS 設立 110 周年記念にあわせ、2020 年 4 月オランダにて総会を開催し、そのタイミングで役員改選を提案された。

4 財務報告

事務局は契約解除のため、会計士を雇用、2014 年から 2019 年上半期までの報告を作成した。

4.1 財務報告 2014・15・16・17・18 年 財務報告

資料 C・D・E・F・G

2014～2018 年の財務報告がされた。

4.2 2019年6月30日現在財務報告 資料 H・I

2019年上半期の財務報告がされた。6月30日現在、口座には55,000EUR、未回収金は17,266EUR。

4.3 2020～2022年予算

フランクフルト会議予算含め、財務担当に案の作成を依頼したい。通常、収入約20,000～24,000EUR、支出コスト約25,000EUR。予算を立てる前に、TIC Councilとの合併について話し合ったほうが良いのではないかと（EUROLAB サンチェス氏、議事7参照）。

4.4 ダンスケ銀行

UILIがかつて取引のあったデンマークのダンスケ銀行に、マネーロンダリングを疑う報道があった。協会は3年前に取引銀行をAMRO銀行に変更、全預金を移行している。

4.5 請求書

元事務局フェルナンデス氏よりVAT請求書を要求された。UILIは正式なVAT請求書（VAT invoice）を発行する必要がある。そのためにも、オランダ政府への正式な登記を完了させなければならない。

4.6 未回収金

アフリエート会費、ナイジェリア試験所のILP参加費、CALIBA・RELACRE・ASOCOLAB・AOILの年会費・会議食事会立替金、モンテスニノ博士による各種回収金が滞っている。

4.7 未回収金に関する対応

4.7.1 年会費（全体）

定款に則り、正式な勧告書を送付。期日までの支払いがない場合は12月31日をもって退会扱いとする。

4.7.2 モンテスニノ博士

以前、現時点では支払いが難しいとの説明があった。

4.7.3 SotLan

オイディラン氏と会議を行うも、その後音信がない。

4.7.4 RELACRE

協会の会計システムが変更にあつたため支払いが滞った。請求書の再発行を要求し、1週間以内の送金を約束。

4.7.5 ASOCOLAB

財務報告をもらえれば、フランクフルト会議にて不足分を支払う。シヨルティス博士より財務報告は当会議資料として配布済み、支払いは現金ではなく電子送金をお願いしたい旨を伝えた。

4.7.6 CALIBA

CALIBA は現在財政難。会員数 29 の小規模協会に対し 20,000EUR の会費は高額と感じる。それに見合ったサービスを受けていないことを主張。後日改めてシヨルティス会長と会議を設定する。

5 次回フランクフルト年会に向けての準備

確保する会場規模や宿泊ホテルの部屋数を把握するため、参加者を確認したい。ASOCOLAB フォンセカ氏・モテスミノ博士・元会長フェルナンデス博士参加予定（ASOCOLAB 事務局）、AELI オリバー氏参加、EUROLAB サンチェス氏参加、AOIL ティワリ氏・シンハ氏・パネリ氏・パルゴ氏参加。IPAN アデコ氏と CCIL マケンティ氏は調整中。

5.1 2019 年度 LABMEETING 資料 J

LABMEETING テーマは検討中で、今後の UIIL の方針を表したのと同じ考え。発表者にティワリ氏・シンハ氏立候補。アデコ氏、参加できれば発表可能。引き続き発表者を募集する。

6 ILP 委員会、2019-2021ILP 計画

6.1 JEMCA による第 22 回 ILP 「粉体中の PCB および水銀」 資料 K・L

JEMCA 主催「粉体中の PCB と水銀の分析」。多くの参加を募りたいので各協会に協力をお願いしたい。案内先のメールアドレスを事務局へ送付するよう伝えた。

6.2 ILP 運営担当

アデコ氏、報酬 5,000EUR/年を提案。AOIL、AELI オリバー氏、ASOCOLAB フォンセカ氏、CCIL マケンティ氏賛成。EUROLAB サンチェス氏・RELACRE シルバ博士は基本的には賛成だが今後の方針を知りたい。方針の骨子はプログラムマネジャー文書に記載。具体的なプログラムはマネジャー就任後に決定していく。アデコ氏からは、選任のお礼と、未払い金に対応したいとのコメントがあった。

7 2020-2022 年 運営戦略計画

1 月に TIC Council と、合併を視野に入れた打ち合わせを行ったことが報告された。TIC は強力な戦略計画を持つ。外部団体との係り方、活動方針等をよく調べて慎重に検討するのが良い。10 月フランクフルト会議で、顔を合わせて議論したい。（RELACRE シルバ博士）。個人的な印象だが、TIC Council は中小企業よりも大企業に焦点を当てているように感じる。UIIL が築いてきた認定機関との関係や地域・世界レベルで展開してきた活動を考えると、慎重に決めていきたい。（EUROLAB サンチェス氏）。

【編集メモ】TIC=Testing（分析）、Inspection（監査）、Certification（認証）の略。TIC Council (<https://www.tic-council.org/>) は、第 3 者検証のため

の国際組織を目指し、2018年にIFIAとCEOCが合併して設立。本部はブリュッセル、会員企業は90。ACILやEUROLABとパートナーシップ締結。

8 加入団体活動：ILAC ステークホルダー委員会、地域認定協会（EA、IAAC、APAC、AFRAC、ARAC）、ISO/CASCO、ISO/REMCO、UNIDO

時間の関係上、当議事は議論が行われなかった。

9 会員増強

9.1 中国国家品質監督検査検疫総局（CSIQ）

先方窓口のミズリー・ラン氏と、CSIQ 入会に向けて手続きを進めている。

10 今後の会議予定

10.1 2019 年第 2 回

2019 年 10 月 24 日(木)・25 日(金)ドイツ・フランクフルト LabMeeting 2019。IAF-ILAC 会議と同時開催。

10.2 2020 年第 1 回

2020 年 4 月 16 日(木)・17 日(金)オランダ・ロッテルダム LabMeeting 2020。VRS110 周年記念総会と同時開催。

10.3 2020 年第 2 回

2020 年 10 月 22 日(木)・23 日(金)カナダ・モントリオール。IAF-ILAC 会議と同時開催。

11 その他（会長承認）

特になかった。

12 閉会

（以上、UILI の記録動画より作成）

資料



Governing Board Meeting 2019/01
of the Union Internationale des Laboratoires Indépendants
Wednesday July 16th, 2019
Skype Teleconference commencing at 13.00 CET

Association	Board Member	Country	Local Time	CONFIRMED
VRS	Drs Luc H. A. Scholtis President	Netherlands	13:00	YES
AELI	Dr. Manahén Fernandez Alonso Past-President	Spain	13:00	Not able to attend the meeting
RELACRE	Dr Álvaro Silva Ribeiro First Vice President	Portugal	13:00	YES
AELI	Mr. Jordi Oliver-Rodés Second Vice President	Spain	13:00	YES
JEMCA	Dr Toru Matsumura Treasurer	Japan	21:00	YES
JEMCA	Mr. Tatsuro Kono	Japan	21:00	NO
JEMCA	Mr. Hiroshi Kamihigashi	Japan	21:00	NO
JEMCA	Mr. Shigeo Shimizu	Japan	21:00	NO
IPAN	Mrs. Mary-Anne Adeeko Secretary-General	Nigeria	13:00	YES
CALIBA	Dr Horacio Denari	Argentina	9:00	NO
CALIBA	Dr. Mario Ismach	Argentina	9:00	NO
CALIBA	Marta Sancho	Argentina	9:00	NO
CCIL	Mr. Gib McIntee	Canada	7:00	YES
CCIL	Mr. M. Tumkur	Canada	7:00	NO
EUROLAB	J.L. Sanchez	Europe	13:00	YES
IPAN / SOTLAN	Dr Femi Oyediran	Nigeria	13:00	NO
VRS	Udo Waltman	Netherlands	13:00	NO
RELACRE	Dr José Roseiro	Portugal	13:00	NO
ASOCOLAB	Mr Gabriel Fonseca	Colombia	7:00	YES
AIOL	Dr D.S. Tewari	India	16:30	YES
AOIL	Dr R.B. Singh	India	16:30	YES
Unaffiliated members Northern Hemisphere	Ir. Jan Soers	Belgium	13:00	NO
Unaffiliated members Southern Hemisphere	Dr. Alfredo Montes Niño	Brasil	10:00	YES
Secretariat	Mr. Lars van Gool	Netherlands	13:00	YES



AGENDA

Governing Board Meeting 2019/01

Wednesday July 16th, 2019

1. Welcome and Roll call of attendants and apologies for absence
2. Approval of the agenda
3. Review and approval of minutes of Governing Board Meeting 18/02 held in Singapore on October 24th, 2018
 - 3.1. Matters arising from the minutes not otherwise on the agenda
4. Treasurer's report
 - 4.1. Annual Reports 2014, 2015, 2016, 2017 and 2018
 - 4.2. Financial Report 2019 as of 30th June 2019
 - 4.3. Budget 2020-2022
5. Activities for next annual Governing Board Meeting in Frankfurt
 - 5.1. LabMeeting 2019
6. ILP Committee, ILP Program 2019-2021
 - 7.1 22th ILP by JEMCA PCB and Mercury in powder
 - 7.2 ILP Program Manager
7. Strategic Plan 2020-2022

UII in relation to <http://www.tic-council.org/> and our member associations.
8. External representation:
 - ILAC stakeholder committee,
 - Regional accreditation associations: EA, IAAC, APAC, AFRAC and ARAC
 - ISO/CASCO / ISO/REMCO - UNIDO
9. Membership recruitment
 - 9.1. Chinese Society for Inspecting and Testing (CSIT)
10. Dates and venues of upcoming meetings
 - 10.1. 2019/02 – Thursday October 25th/ Friday 26th 2018, Frankfurt, Germany
 - 10.2 2020/01 – Thursday April 16 / Friday April 17, 2020, Rotterdam, The Netherlands
- General Assembly - 110 years VRS - LabMeeting 2020 - The Dutch Norm -
 - 10.2. 2020/02 – Thursday October 22/ Friday October 23, 2020, Montreal, Canada
11. Any other business properly approved by the president and 13. Adjournment



MINUTES

Governing Board Meeting 2018/02

of the Union Internationale des Laboratoires Indépendants

Wednesday October 26th, 2018, 14:00 at the Grand Hyatt Hotel SingaporeThursday October 27th, 2018 9:00 at TUV SUD PSB Boardroom

Affiliation	Board Member	Country / Time Zone	Attending
VRS	Drs Luc H. A. Scholtis President	Netherlands	Yes
AELI	Dr. Manahén Fernandez Alonso Past-President	Spain	No
RELACRE	Dr Álvaro Silva Ribeiro First Vice President	Portugal	Yes
AELI	Mr. Jordi Oliver-Rodés Second Vice President	Spain	No
JEMCA	Dr Toru Matsumura Treasurer	Japan	Yes
JEMCA	Dr Tanaka	Japan	Yes
IPAN	Mrs. Mary-Anne Adeeko Secretary-General	Nigeria	No
CALIBA	Dr Horacio Denari	Argentina	No
	Marta Sancho	Argentina	No
CCIL	Mr. Gib McIntee	Canada	No
IPAN/ SOTLAN	Dr Femi Oyediran	Nigeria	Yes
RELACRE	Dr José Roseiro	Portugal	No
ASOCOLAB	Mr Gabriel Fonseca	Colombia	Yes
AOIL	Dr A.K. Kalyan	India	No
AOIL	Mr. R.B. Singh	India	No
EUROLAB	Mr. José Luis Sanchez	Europe	Yes
Unaffiliated members Northern Hemisphere	Mr. Jan Soers	Belgium	No
Unaffiliated members Southern Hemisphere	D. Alfredo Montes Niño	Brazil	Yes
Secretariat	Lars van Gool Secretary	Netherlands	Yes



1. Welcome

Drs. Scholtis welcomes all participants of the meeting. Unfortunately, not all members could be present. A special word of welcome is addressed at Dr Femi Oyediran from IPAN, Dr Tanaka from Jemca, Dr Hung from the Singapore Manufacturing Association and CEO of TUV Sud.

2. Roll call of attendants and apologies for absence

Apologies for absence were received from Dr Manahén Fernández, Mr. Jordi Oliver-Rodes, Dr Horacio Denari, Mr Gib McIntee, Mrs. Mary-Ann Adeeko and Mr. Jan Soers.

The board members of AIOL, Dr Kaylan and Mr R.B. Singh were expected to attend but did not attend the meeting

3. Approval of the agenda

The members attending approved the agenda.

4. Review and approval of minutes of Governing Board Meeting 18/01 held on April 20th and the Exco Skype Meeting held on August 7th

The members attending approved both Minutes unanomously.

4.1. Matters arising from the minutes not otherwise on the agenda

Drs Scholtis commented one by one on the action items derived from the last meetings.

- To contact Associations from Guatemala, RELABSA, ASOSEC, Colombia and ABRAC, Brazil. No action was agreed.
- To follow up the process of legal status of UIIL in The Netherlands through the French lawyer -> Drs Scholtis – The decision was taken to stop the process of revitalizing our original French registration in France and ask a Dutch Notary to register the articles of association in the Netherlands. Mr. Meijer was appointed as Notary.
- To prepare a final proposal to study the fees for the years coming having in mind that there are different new situations for the recent incorporations to UIIL -> Dr Matsumura
- To prepare and send the invoice for the project of UNIDO No. 150114 -> Drs Scholtis -Done
- To set a date for a skype call for the the potential new membership of Guatemala among Drs Scholtis and Mrs. Marta Del Cid -> Mrs. Fernández Valero



- Singapore's October meeting-> Drs Scholtis and Mr Lars van Gool and Mr Kevin Bos took care of organizing the Singapore Meeting
- To request confirmation of all the Board members to book the hotel rooms. - Done
- To ask SAC about information for social activities: restaurants and visits - Done
- To send Singapore's program to all contacts of UILI's database and members of TIC -> Drs Scholtis - Done
- To ask speakers to confirm their participations at the LabMeeting and to supply their abstracts or suggestions if they have any. -Done
- To ask Mrs. Sancho from CALIBA if they could be able to send the corn flour samples directly to UILI. -> Mrs. Fernández Valero – Not Done
- External representation: o Mr. Montes-Niño proposed to prepare an easy survey to be distributed among UILI members to express their feeling about the new ISO 17025 -> ISO WG and Mrs. Fernández
- To send the members list of ASOCOLAB and AOIL -> Mr. Fonseca and Mr. N. Kalyan – AOIL needs to be reminded

4.2. **New Governing Board Member: delegate from IPAN / Sotlan.**

Drs Scholtis welcomed Mr. Oyediran as new member of this Governing Board as representative of IPAN / Sotlan. Dr Oyediran explained the formation of a new laboratory organization in Nigeria (SotLan) who would become a UILI Member. Dr Oyediran represented UILI at the AFRAC meeting in Mauritius. UILI did become a stakeholder member from AFRAC

5. **Treasurer's report**

5.1. **Bank accounts situation**

Drs Scholtis told the members that UILI had approx. 45.000 Euro in the bank on this day. On 1/1/ 2018 this was 53.837,52 euro.

5.2. **Unpaid bills**

Drs. Scholtis expressed his great concern about the unpaid invoices. Dr Oyediran confirmed that the unpaid bills of IPAN/SOTLAN would be paid before the end of the year. JEMCA promised that their bill would be paid after the meeting. Apart from the invoices of the member associations and board members there are also invoices unpaid from ILP participants and unaffiliated members. He asks the members to make sure that invoices are properly paid.

5.3. **Profit /Loss and balance statements**



The financial administration until now had been reported based on Excel spreadsheets. The bookkeeping was done by Melissa until now. The Treasurer and President did discuss the situation of the bookkeeping as for a registration by the Notary there was a need of official annual management report including Profit and Loss Statements and Balance Sheet over the last years with full connection to the bank statements.

Drs Scholtis offered the Treasurer to assist in preparing the documents and promised the board members that he would make sure that full annual reports over the last years would be prepared to be presented at the next General Assembly.

6. ILP Committee, update of ILP Program 2017-2018

Drs Scholtis explained that the strategy of UILI is to provide global comparison of Test Results by easy and accessible ILP programs for all those labs who want to participate. The board members agreed to handle this point on Friday after the LabMeeting when the ILP committee would convene.

7. External representation and working groups:

Drs. Scholtis expressed that if UILI wants to have a good international representation it has to recruit more volunteers. During the meeting UILI Representation in the different bodies was discussed.

7.1. Designation of UILI representatives in external organizations:

7.1.1. ILAC - LC

7.1.2. ISO/CASCO

7.1.3. ISO/REMCO

7.1.4. UNIDO

7.1.5. Regional accreditation associations:

7.1.5.1. EA

7.1.5.2. IAAC

7.1.5.3. ARAC

7.1.5.4. APLAC

7.1.5.5. AFRAC



8. Membership recruitment

8.1. AOIL – Association of Indian Laboratories, India

Drs Scholtis had spoken with Dr. Kaylan at the Opening reception of ILAC-IAF joint annual meetings. Dr Kaylan confirmed that AIOL is in agreement to join UILI and will be present at the LabMeeting.

9. Dates and venues of upcoming meetings

9.1. 2019/01 April, 2019 to be announced

9.2. 2019/02 ILAC's meeting dates: 22 – 31 October 2018, Frankfurt

10. Any other business properly approved by the president

11. Adjournment

ACTION ITEMS:

- To register the articles of Association of UILI by a Dutch Notary in the Netherlands.
- To make a proposal for the fee structure
- To follow up the potential new membership of Guatemala with Mrs. Marta Del Cid
- To prepare full annual financial reports (Profit/Loss and Balance sheet) over the last years in preparation for the next general assembly.
- To prepare for the Frankfurt meeting
 - To block a meeting room at the hotel for UILI's meetings on 25th and 26th October
 - To prepare the draft program
- External representation:
 - To recruit volunteers
 - IAAC: to get an update on the last IAAC meeting

Management Report

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UILI

For the period ended December 31, 2014



Prepared on

July 15, 2019

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Profit and Loss

January - December 2014

	Total
INCOME	
Events	
Admission	950.00
Lodging	5,060.00
Meals and entertainment	2,219.33
Sponsoring	706.00
Tours	1,025.00
Total Events	9,960.33
ILP	
Subscribers	1,940.00
Total ILP	1,940.00
Membership	
Associations	14,781.00
Organizations	1,440.00
Total Membership	16,221.00
Total Income	28,121.33
COST OF SALES	
Cost of sales	
Bad Debt	
Membership bad debt	180.00
Total Bad Debt	180.00
Total Cost of sales	180.00
Total Cost of Sales	180.00
GROSS PROFIT	27,941.33
EXPENSES	
Administration	
Secretariat	16,000.00
Travel	1,005.00
Total Administration	17,005.00
Advocacy	
Membership dues	907.32
Total Advocacy	907.32
Financial	
Accounting	480.00
Bank charges	880.45
Software	270.00
Total Financial	1,630.45
Internet	
Hosting	1,678.92
Software	2,244.00
Utilities	360.97
Total Internet	4,283.89
Meetings and Events	
Meals and entertainment	9,222.40
Printing	340.00

	Total
Total Meetings and Events	9,562.40
Total Expenses	33,389.06
NET EARNINGS	€ -5,447.73

Balance Sheet

As of December 31, 2014

	Total
ASSETS	
Current Assets	
Accounts receivable	
Accounts Receivable (A/R)	1,856.00
Total Accounts receivable	1,856.00
Bank	
Danske Bank Bonds Account 4777 8258 60 DKK	20,128.16
Danske Bank Corporate Account 4183 0691 28 DKK	192.28
Danske Bank Foreign Currency Account DK21 3000 4180 6688 61	22,616.09
Realkredit Danmark Bonds 3001238418	19,328.21
Total Bank	62,264.74
Current assets	
Amounts still to be received	1,044.00
Total Current assets	1,044.00
Total Current Assets	65,164.74
Total Assets	€65,164.74
LIABILITIES AND SHAREHOLDER'S EQUITY	
Current liabilities:	
Accounts payable	
Accounts Payable (A/P)	4,000.00
Total Accounts payable	4,000.00
Other current liabilities	
Accrued liabilities	480.00
Total Other current liabilities	480.00
Total current liabilities	4,480.00
Shareholders' equity:	
Net Income	-5,447.73
Retained Earnings	66,132.47
Total shareholders' equity	60,684.74
Total liabilities and equity	65,164.74

Management Report

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UILI

For the period ended December 31, 2015



Prepared on

July 15, 2019

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Profit and Loss

January - December 2015

	Total
INCOME	
Events	
Admission	150.00
Lodging	1,629.14
Meals and entertainment	1,663.00
Tours	840.00
Total Events	4,282.14
ILP	
Providers	394.00
Subscribers	1,960.00
Total ILP	2,354.00
Membership	
Associations	17,884.75
Organizations	1,980.00
Total Membership	19,864.75
Total Income	26,500.89
COST OF SALES	
Cost of sales	
Bad Debt	
Membership bad debt	180.00
Total Bad Debt	180.00
Total Cost of sales	180.00
Total Cost of Sales	180.00
GROSS PROFIT	26,320.89
EXPENSES	
Administration	
Office	193.91
Secretariat	16,000.00
Travel	1,629.00
Total Administration	17,822.91
Advocacy	
Membership dues	950.64
Total Advocacy	950.64
Financial	
Accounting	480.00
Bank charges	649.34
Software	300.00
Total Financial	1,429.34
Internet	
Hosting	1,678.92
Software	2,244.00
Utilities	249.67
Total Internet	4,172.59
Meetings and Events	
Lodging	21.00

	Total
Meals and entertainment	3,682.54
Total Meetings and Events	3,703.54
Total Expenses	28,079.02
NET EARNINGS	€ -1,758.13

Balance Sheet

As of December 31, 2015

	Total
ASSETS	
Current Assets	
Accounts receivable	
Accounts Receivable (A/R)	4,617.00
Total Accounts receivable	4,617.00
Bank	
Danske Bank Bonds Account 4777 8258 60 DKK	20,128.16
Danske Bank Corporate Account 4183 0691 28 DKK	19,876.29
Danske Bank Foreign Currency Account DK21 3000 4180 6688 61	23,125.91
Total Bank	63,130.36
Cash on hand	254.91
Total Current Assets	68,002.27
Total Assets	€68,002.27
LIABILITIES AND SHAREHOLDER'S EQUITY	
Current liabilities:	
Accounts payable	
Accounts Payable (A/P)	7,728.64
Total Accounts payable	7,728.64
Other current liabilities	
Accrued liabilities	960.00
Total Other current liabilities	960.00
Total current liabilities	8,688.64
Shareholders' equity:	
Net Income	-1,758.13
Retained Earnings	61,071.76
Total shareholders' equity	59,313.63
Total liabilities and equity	68,002.27

Management Report

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UILI

For the period ended December 31, 2016



Prepared on

July 15, 2019

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Profit and Loss

January - December 2016

	Total
INCOME	
Events	
Meals and entertainment	1,860.00
Tours	1,479.00
Transportation	286.00
Total Events	3,625.00
ILP	
Prroviders	4,120.00
Subscribers	5,400.00
Total ILP	9,520.00
Membership	
Associations	19,207.50
Organizations	1,530.00
Total Membership	20,737.50
Total Income	33,882.50
COST OF SALES	
Cost of sales	
Bad Debt	
Interlaboratory bad debt	800.00
Membership bad debt	180.00
Total Bad Debt	980.00
Total Cost of sales	980.00
Total Cost of Sales	980.00
	32,902.50
GROSS PROFIT	
EXPENSES	
Administration	
Office	472.63
Secretariat	16,000.00
Travel	1,277.00
Total Administration	17,749.63
Advocacy	
Membership dues	925.11
Total Advocacy	925.11
Financial	
Accounting	480.00
Bank charges	863.12
Software	300.00
Total Financial	1,643.12
Internet	
Hosting	1,678.92
Software	2,244.00
Utilities	249.67
Total Internet	4,172.59
Meetings and Events	
Facilities	456.08

	Total
Meals and entertainment	3,919.12
Total Meetings and Events	4,375.20
Total Expenses	28,865.65
NET EARNINGS	€4,036.85

Balance Sheet

As of December 31, 2016

	Total
ASSETS	
Current Assets	
Accounts receivable	
Accounts Receivable (A/R)	9,668.04
Total Accounts receivable	9,668.04
Bank	
Danske Bank Bonds Account 4777 8258 60 DKK	20,128.16
Danske Bank Corporate Account 4183 0691 28 DKK	19,866.22
Danske Bank Foreign Currency Account DK21 3000 4180 6688 61	18,168.06
Total Bank	58,162.44
Total Current Assets	67,830.48
Total Assets	€67,830.48
LIABILITIES AND SHAREHOLDER'S EQUITY	
Current liabilities:	
Accounts payable	
Accounts Payable (A/P)	3,000.00
Total Accounts payable	3,000.00
Other current liabilities	
Accrued liabilities	1,440.00
Total Other current liabilities	1,440.00
Total current liabilities	4,440.00
Shareholders' equity:	
Net Income	4,036.85
Retained Earnings	59,353.63
Total shareholders' equity	63,390.48
Total liabilities and equity	67,830.48

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UILI

For the period ended December 31, 2017



Prepared on

July 15, 2019

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Profit and Loss

January - December 2017

	Total
INCOME	
Events	
Meals and entertainment	1,947.00
Total Events	1,947.00
ILP	
Prroviders	2,256.00
Subscribers	2,025.00
Total ILP	4,281.00
Membership	
Associations	19,970.50
Organizations	1,510.00
Total Membership	21,480.50
Total Income	27,708.50
COST OF SALES	
Cost of sales	
Bad Debt	
Interlaboratory bad debt	1,125.00
Membership bad debt	180.00
Total Bad Debt	1,305.00
Total Cost of sales	1,305.00
Total Cost of Sales	1,305.00
GROSS PROFIT	26,403.50
EXPENSES	
Administration	
Office	128.65
Secretariat	16,000.00
Travel	1,676.84
Total Administration	17,805.49
Advocacy	
Conferences	241.30
Membership dues	1,060.75
Travel	1,896.90
Total Advocacy	3,198.95
Financial	
Accounting	480.00
Bank charges	162.76
Software	300.00
Total Financial	942.76
Internet	
Hosting	1,678.92
Software	2,244.00
Utilities	249.67
Total Internet	4,172.59
Meetings and Events	
Facilities	316.00

	Total
Meals and entertainment	1,977.42
Printing	400.27
Total Meetings and Events	2,693.69
Projects	
Travel	1,127.44
Total Projects	1,127.44
Total Expenses	29,940.92
NET EARNINGS	€ -3,537.42

Balance Sheet

As of December 31, 2017

	Total
ASSETS	
Current Assets	
Accounts receivable	
Accounts Receivable (A/R)	7,403.04
Total Accounts receivable	7,403.04
Bank	
ABN AMRO Bank 0533251109	53,837.52
Total Bank	53,837.52
Current assets	
Amounts still to be received	532.50
Total Current assets	532.50
Total Current Assets	61,773.06
Total Assets	€61,773.06
LIABILITIES AND SHAREHOLDER'S EQUITY	
Current liabilities:	
Other current liabilities	
Accrued liabilities	1,920.00
Total Other current liabilities	1,920.00
Total current liabilities	1,920.00
Shareholders' equity:	
Net Income	-3,537.42
Retained Earnings	63,390.48
Total shareholders' equity	59,853.06
Total liabilities and equity	61,773.06

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UILI

For the period ended December 31, 2018



Prepared on

July 15, 2019

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Profit and Loss

January - December 2018

	Total
INCOME	
Events	
Admission	1,500.00
Meals and entertainment	5,264.00
Tours	1,080.00
Transportation	475.00
Total Events	8,319.00
ILP	
Subscribers	3,150.00
Total ILP	3,150.00
Membership	
Associations	24,420.00
Organizations	1,620.00
Total Membership	26,040.00
Services	
Industrial development	2,000.00
Total Services	2,000.00
Total Income	39,509.00
COST OF SALES	
Cost of sales	
Bad Debt	
Events bad debt	75.00
Interlaboratory bad debt	1,125.00
Membership bad debt	720.00
Total Bad Debt	1,920.00
Total Cost of sales	1,920.00
Total Cost of Sales	1,920.00
GROSS PROFIT	37,589.00
EXPENSES	
Administration	
Office	119.46
Secretariat	16,000.00
Travel	1,721.20
Total Administration	17,840.66
Advocacy	
Conferences	1,234.74
Membership dues	1,785.91
Travel	1,027.58
Total Advocacy	4,048.23
Financial	
Accounting	480.00
Bank charges	254.57
Software	300.00
Total Financial	1,034.57
Internet	

	Total
Hosting	1,678.92
Software	2,244.00
Utilities	249.67
Total Internet	4,172.59
Meetings and Events	
Facilities	2,851.65
Meals and entertainment	6,746.50
Printing	88.43
Total Meetings and Events	9,686.58
Projects	
Consultants	1,000.00
Total Projects	1,000.00
Total Expenses	37,782.63
NET EARNINGS	€ -193.63

Balance Sheet

As of December 31, 2018

	Total
ASSETS	
Current Assets	
Accounts receivable	
Accounts Receivable (A/R)	11,611.54
Total Accounts receivable	11,611.54
Bank	
ABN AMRO Bank 0533251109	51,667.88
Total Bank	51,667.88
Current assets	
Amounts still to be received	532.50
Total Current assets	532.50
Total Current Assets	63,811.92
Total Assets	€63,811.92
LIABILITIES AND SHAREHOLDER'S EQUITY	
Current liabilities:	
Accounts payable	
Accounts Payable (A/P)	1,300.00
Total Accounts payable	1,300.00
Other current liabilities	
Accrued liabilities	2,852.49
Total Other current liabilities	2,852.49
Total current liabilities	4,152.49
Shareholders' equity:	
Net Income	-193.63
Retained Earnings	59,853.06
Total shareholders' equity	59,659.43
Total liabilities and equity	63,811.92

Management Report

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UILI

For the period ended June 30, 2019



Prepared on

July 15, 2019

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Profit and Loss

January - June, 2019

	Total
INCOME	
Membership	
Associations	25,083.00
Organizations	1,620.00
Total Membership	26,703.00
Total Income	26,703.00
COST OF SALES	
Cost of sales	
Bad Debt	
Membership bad debt	720.00
Total Bad Debt	720.00
Total Cost of sales	720.00
Total Cost of Sales	720.00
GROSS PROFIT	25,983.00
EXPENSES	
Administration	
Office	313.50
Secretariat	8,000.00
Total Administration	8,313.50
Advocacy	
Membership dues	1,245.81
Total Advocacy	1,245.81
Financial	
Accounting	240.00
Bank charges	133.65
Software	150.00
Total Financial	523.65
Internet	
Hosting	856.26
Software	1,144.09
Utilities	127.33
Total Internet	2,127.68
Total Expenses	12,210.64
NET EARNINGS	€13,772.36

Balance Sheet

As of June 30, 2019

	Total
ASSETS	
Current Assets	
Accounts receivable	
Accounts Receivable (A/R)	17,266.04
Total Accounts receivable	17,266.04
Bank	
ABN AMRO Bank 0533251109	55,645.57
Total Bank	55,645.57
Current assets	
Amounts still to be received	532.50
Total Current assets	532.50
Total Current Assets	73,444.11
Total Assets	€73,444.11
LIABILITIES AND SHAREHOLDER'S EQUITY	
Current liabilities:	
Other current liabilities	
Accrued liabilities	12.32
Total Other current liabilities	12.32
Total current liabilities	12.32
Shareholders' equity:	
Net Income	13,772.36
Retained Earnings	59,659.43
Total shareholders' equity	73,431.79
Total liabilities and equity	73,444.11

UILI

OPEN INVOICES

All Dates

資料

DATE	TRANSACTION TYPE	NO.	TERMS	DUE DATE	OPEN BALANCE
AOIL					
2019/01/31	Invoice	19/0020	Net 10	2019/02/10	975.00
Total for AOIL					€975.00
ASOCOLAB					
2019/01/31	Invoice	19/0019	Net 10	2019/02/10	210.00
Total for ASOCOLAB					€210.00
CALIBA - Cámara Argentina de Laboratorios Independientes					
2016/02/09	Invoice	16/0018	Net 10	2016/02/19	985.04
2017/03/17	Invoice	17/0046	Net 10	2017/03/27	1,950.00
2018/02/22	Invoice	18/0015	Net 10	2018/03/04	2,080.00
2019/01/31	Invoice	19/0018	Net 10	2019/02/10	1,950.00
Total for CALIBA - Cámara Argentina de Laboratorios Independientes					€6,965.04
IPAN					
2017/03/17	Invoice	17/0014	Net 10	2017/03/27	1,362.00
2018/02/22	Invoice	18/0014	Net 10	2018/03/04	1,950.00
2019/01/31	Invoice	19/0021	Net 10	2019/02/10	1,950.00
Total for IPAN					€5,262.00
Microbianos Análises Laboratoriais Ltda.					
2016/11/29	Invoice	16/0046	Net 10	2016/12/09	321.50
2017/03/17	Invoice	17/0018	Net 10	2017/03/27	180.00
2018/02/22	Invoice	18/0016	Net 10	2018/03/04	180.00
2018/11/08	Invoice	18/0042	Net 10	2018/11/18	425.00
2019/01/31	Invoice	19/0010	Net 10	2019/02/10	180.00
Total for Microbianos Análises Laboratoriais Ltda.					€1,286.50
RELACRE					
2019/01/31	Invoice	19/0016	Net 10	2019/02/10	2,567.50
Total for RELACRE					€2,567.50
TOTAL					€17,266.04

*28th General Assembly
Governing Board and
Working Group Meetings
Frankfurt, Germany*

FIRST ANNOUNCEMENT
OCTOBER 2019



**THE
2019 UIL
LABMEETING**
*Building the
global web testing
platform*

*Annual forum
In conjunction with the
IAF - ILAC 2019
Joint Annual Meetings*



OCTOBER 23 - 24 - 25TH 2019, FRANKFURT, GERMANY



INSTRUCTION SHEET

June, 2019

1. Test name

22nd UILI Interlaboratory Practice 2019 Analysis of Trace Compounds in Powder

Aimed as a global exercise for laboratories in different countries of the world

2. Provider

ILP Committee, Union Internationale des Laboratoires Indépendants (UILI)

3. Time schedule

- a) Application Deadline: July 17, 2019
- b) Sample Distribution: July 17, 2019
- c) Payment Deadline: July 27, 2019
- d) Reporting Deadline: September 10, 2019
- e) Final Report Issue: January 2020

[NOTE]

- Reports including resubmitting after due date are unacceptable.
- Date of sample distribution differs among participants according to application date and shipping condition.

4. Method of participation

Submit sheet "PARTICIPANT CONTACT DETAILS" attached or include the following information in your email to UILI secretary at <secretariat@uili.org> by July 17, 2019 .

✓ ILP Number / Name	22 nd Analysis of Trace Compounds in Powder
✓ Participation	Company name, Contact person, Subscriber email, Phone number
✓ Sample delivery	Company name, House name, Street, House number, P.O. Box, Section, Postal code, City, State, Country
✓ Invoicing	Company name, VAT / Tax ID / NIF / CIF number, Contact person, Invoice email
✓ Reporting	Contact person, Report email

5. Participation fee

a) Participation fee

- UILI Member: 225EUR (for 1 set, not for 1 bottle)
- UILI Non-Member: 325EUR (for 1 set, not for 1 bottle)

b) Payment

Invoice will be sent to participants by email after application is completed.

Payment is in wire-transfer to UILI account below before July 27, 2019 .
ABN AMRO BANK - BIC: ABNANL2A - IBAN: NL79ABNA0533251109

- 1) Participants newly enroll in UILI-ILP will not receive testing samples until the payment.
- 2) Participant who has credit history will not receive the final report until the payment.
- 3) If unexpected additional cost had occurred at custom of participant's location which is beyond UILI's control, we may add to your invoice. The rate will be determined by the custom or sample carrier (FedEx or EMS), not UILI.

c) Participation fee includes:

- 1) Testing sample
- 2) Shipping charge for sample
- 3) Final report in electronic format
- 4) Certificate in electronic format

d) Cancel Policy

- 1) Cancellation notice should be sent to UILI secretary at <secretariat@uili.org> before July 27, 2019 or day prior to the sample shipment, including "laboratory name" and "reason why the laboratory must cancel".
- 2) If cancellation is received after sample shipment, UILI will charge 100% of the participation fee to the laboratory.

6. Testing Sample

a) The name of testing sample is printed on each label.

Sample1: UILI-ILP22-2019 powder-1

Sample2: UILI-ILP22-2019 powder-2

b) Container of testing sample.

Both of Sample 1 & 2 are contained in a brown glass bottle .

c) Sample shipment

- 1) Participants will receive sample from its country's UILI member association or from the test's provider partner "Japan Environmental Measurement and Chemical Analysis Association (JEMCA)" by FedEx or EMS.
- 2) UILI will notify tracking number to the association or participating laboratory after sample has been shipped.

7. Targets (2 items)

Total Mercury (T-Hg) PCB

a) Expected concentration range

Target's concentration ranges expected in the sample are shown in list below.

Target	Concentration Range		Unit: mg/kg
	Sample 1 UILI-ILP22-2019 powder-1	Sample 2 UILI-ILP22-2019 powder-2	
Total Mercury (T-Hg)	0.1 - 2	0.1 - 2	
PCB	0.1 - 2	0.1 - 2	

b) The sample has no "Certified Value".

8. Analytical procedure

Pretreatment, extraction, and analytical method is not designated in the test. Participants are requested to select analysis methods from “METHODS FOR PRE-TREATMENT, EXTRACTION, AND INSTRUMENTAL MEASUREMENT” attached, and indicate the number for each target in reporting sheet “RESULT OF ANALYSIS FOR 22ND UILI-ILP”

Correction for water content is unnecessary.

9. Data reporting

- a) Conduct 2 independent analyses for each Sample 1 and 2 from sample preparation and extraction including weighing, and report the “mean value” of those 2 data . In case that analysis was not able to conduct twice, report 1 data.
- b) Conduct pretreatment to Sample 1 and 2 as needed.
- c) Report a data set of Sample 1 and 2 (No reporting only either of them). The data is requested to be **rounded in 3 significant figures**. Report also the date of analysis.
- d) Participants are required to report at least one of any of the targets.
- e) Reporting rules.
 - i. Participants are requested to indicate method No. of “Pre-treatment and extraction” and “Measurement by Instrument” referring to table (A) and (B) of “METHODS FOR PRE-TREATMENT, EXTRACTION, AND INSTRUMENTAL MEASUREMENT” . If you selected more than 2 methods combined, report all method numbers in the column.
The “METHODS FOR PRE-TREATMENT, EXTRACTION, AND INSTRUMENTAL MEASUREMENT” will be disclosed by the timing of sample distribution.
 - ii. Participants **selected method “others” are requested to indicate the specific method name in column “notes”**. If method was selected “others” and column “notes” was left blank, UILI will require resubmitting of the report.
 - iii. Participants are requested to use Use unit mg/kg when reporting.
Correction for water content is unnecessary.
 - iv. Use format "RESULT OF ANALYSIS FOR 22ND UILI-ILP" when reporting and resubmitting. Results reported in different format is unacceptable. If non-UILI format is submitted, UILI will require resubmitting of the report.
- f) Submit the report to UILI secretary at <secretariat@uili.org> by September 10, 2019
Reports after due date are unacceptable which is the same in the case of resubmitting.

10. Final report

- a) Final report will be issued around January 2020 .
- b) Final report will be issued in electronic format.
- c) Statistical analysis and corresponding standards expected to be used in the final report are Quartile Method (APLAC T002), z-score (ISO/IEC 17043), and Confidence Ellipse for “Youden-Plot” (ISO 13528).
- d) As far as analytical method is not designated for this test and median value is not always equal to “true value”, evaluation by statistic will be inadequate.
- e) Final report includes a list of participating laboratories and list of results, however, reporting laboratories here are indicated in ID numbers for confidential reason. Each participant will be informed its number in a separate letter attached to the final report.

11. Others

- a) This test and test results (final report) are not aimed to evaluate the performance of laboratories or its personnel by the test organizer nor third party.
- b) Participants will receive a certificate for participation in electric format issued by UIII.
- c) Application information provided for the program may be used in the announcement of a training lecture or any other case of information provision by UIII and/or JEMCA.
- d) This announcement is not the final version until sample distribution. We encourage applicants to check the latest information.

UILI GOVERNING BOARD

UILI position	Name	Representig Country	Member Association
President	Drs. Luc H A Scholtis	The Netherlands	VRS
Past President	Dr. Manahén Fernandez-Alonso	Spain	
Honorary Member			
Vice President	Dr. Alvaro Silva Ribeiro	Portugal	RELACRE
Vice President	Mr. Jorge Oliver-Rodés	Spain	AELI
Treasurer	Dr. Toru Matsumura	Japan	JEMCA
Secretary General	Ms. Mary-Anne Adeeko	Nigeria	IPAN
	Dr. J. Horacio Denari	Argentina	CALIBA
	Mr. Gabriel Fonseca	Colombia	ASOCOLAB
	Mr. N. Kalyan	India	AOIL
	Mr. Gib G McIntee	Canada	CCIL
	Dr. Femi Oyediran	Nigeria	SOTLAN
	Mr. José Luis Sanchez	Europe	EUROLAB
	Dr. Alfredo Montes-Niño	Brazil	Unaffiliated Representative S-Hemisphere
	Ir. Jan Soers	Belgium	Unaffiliated Representative N-Hemisphere

AELI	Asociación Española de Laboratorios Independientes
AOIL	Association of Indian Laboratories
ASOCOLAB	Asociación Colombiana de Laboratorios
CALIBA	Cámara Argentina de Laboratorios Independientes Bromatológicos, Ambientales y Afines
CCIL	Canadian Council of Independent Laboratories
EUROLAB	European Federation of National Associations of Measurement, Testing and Analytical Laboratories
IPAN	Institute of Public Analysts of Nigeria
JEMCA	Japan Environmental Measurement and Chemical Analysis Association
RELACRE	Associação de Laboratórios Acreditados de Portugal
SOTLAN	The Society of Testing Laboratory Analysts of Nigeria
VRS	Vereniging van Raadgevend Scheikundige Laboratoria

Methods for pre-treatment and instrumental measurement

Be ware that the method number below is not consecutive which is due to operating system of the UILI-ILP.

(*)Participants who chose "Others" are requested to indicate name of the method briefly in column "notes".

(A) Pre-treatment

No.	Method	Abbreviation
A03	Acid decomposition	AD
A41	Alkali digestion – Sulfuric acid pretreatment	ALD-S
A42	Alkali digestion – Silica gel column chromatography	ALD-SCC
A43	Alkali digestion – Liquid-liquid extraction	ALD-LL
A49	*Other pretreatment combined with Alkali digestion	ALD-O
A51	Soxhlet extraction – Sulfuric acid pretreatment	SX-S
A52	Soxhlet extraction – Silica gel column chromatography	SX- SCC
A53	Soxhlet extraction – Liquid-liquid extraction	SX-LL
A59	*Other pretreatment combined with Soxhlet extraction	SX-O
A99	*Others	Others

(B) Measurement by Instrument

No.	Method	Abbreviation
B03	Atomic absorption spectrophotometry (flame)	AAS
B04	Atomic absorption spectrophotometry (furnace)	ETAAS
B06	ICP-MS	ICP-MS
B31	Cold vapor atomic absorption spectrophotometry	CVAAS
B32	Heating vaporization atomic absorption spectrometry	HVAAS
B61	GC/ECD (packed column)	ECD-packed
B62	GC/ECD (capillary column)	ECD-cap
B71	GC/QMS	QMS
B72	GC/HRMS	HRMS
B99	*Others	Others

資料(和訳)

2019年度第1回 UILI役員会
Governing Board Meeting 2019/01
of the Union Internationale des Laboratoires Indépendants
2019年7月17日(水) 13:00CETより、Skype 会議にて開催
Wednesday July 16th, 2019
Skype Teleconference commencing at 13.00 CET

現地開始 出欠確認
時間

Association 協会	Board Member 役員	Country 協会	Local Time	CONFIRMED
VRS	Drs Luc H. A. Scholtis President	Netherlands	13:00	YES
AELI	Dr. Manahén Fernandez Alonso Past-President	Spain	13:00	Not able to attend the meeting
RELACRE	Dr Álvaro Silva Ribeiro First Vice President	Portugal	13:00	YES
AELI	Mr. Jordi Oliver-Rodés Second Vice President	Spain	13:00	YES
JEMCA	Dr Toru Matsumura Treasurer	Japan	21:00	YES
JEMCA	Mr. Tatsuro Kono	Japan	21:00	NO
JEMCA	Mr. Hiroshi Kamihigashi	Japan	21:00	NO
JEMCA	Mr. Shigeo Shimizu	Japan	21:00	NO
IPAN	Mrs. Mary-Anne Adeeko Secretary-General	Nigeria	13:00	YES
CALIBA	Dr Horacio Denari	Argentina	9:00	NO
CALIBA	Dr. Mario Ismach	Argentina	9:00	NO
CALIBA	Marta Sancho	Argentina	9:00	NO
CCIL	Mr. Gib McIntee	Canada	7:00	YES
CCIL	Mr. M. Tumkur	Canada	7:00	NO
EUROLAB	J.L. Sanchez	Europe	13:00	YES
IPAN / SOTLAN	Dr Femi Oyediran	Nigeria	13:00	NO
VRS	Udo Waltman	Netherlands	13:00	NO
RELACRE	Dr José Roseiro	Portugal	13:00	NO
ASOCOLAB	Mr Gabriel Fonseca	Colombia	7:00	YES
AIOL	Dr D.S. Tewari	India	16:30	YES
AOIL	Dr R.B. Singh	India	16:30	YES
Unaffiliated members Northern Hemisphere	Ir. Jan Soers	Belgium	13:00	NO
Unaffiliated members Southern Hemisphere	Dr. Alfredo Montes Niño	Brasil	10:00	YES
Secretariat	Mr. Lars van Gool	Netherlands	13:00	YES

アジェンダ AGENDA

2019年第1回 役員会

Governing Board Meeting 2019/01 2019年7月17日(水) Wednesday July 16th, 2019

1. Welcome and Roll call of attendants and apologies for absence 出席の確認と欠席のお詫び
2. Approval of the agenda アジェンダの承認
3. Review and approval of minutes of Governing Board Meeting 18/02 held in Singapore on October 24th, 2018 2018年10月24日シンガポール開催の2018年第2回役員会議議事録の確認
 - 3.1. Matters arising from the minutes not otherwise on the agenda 前回会議議事録からの懸案事項 (アジェンダ外)
4. Treasurer's report 財務報告
 - 4.1. Annual Reports 2014, 2015, 2016, 2017 and 2018 2014・15・16・17・18年間財務報告
 - 4.2. Financial Report 2019 as of 30th June 2019 2019年6月30日現在財務報告
 - 4.3. Budget 2020-2022 2020～2022年 予算
5. Activities for next annual Governing Board Meeting in Frankfurt 次回フランクフルト年会に向けての準備
 - 5.1. LabMeeting 2019 2019年度ラボミーティング
6. ILP Committee, ILP Program 2019-2021 ILP委員会、2019-2021ILP計画
 - 7.1 22th ILP by JEMCA PCB and Mercury in powder JEMCAによる第22回ILP「粉体中のPCBおよび水銀」
 - 7.2 ILP Program Manager ILP運営担当
7. Strategic Plan 2020-2022 2020-2022年 運営戦略計画
UILIとTIC council、およびUILI会員協会との関係
UILI in relation to <http://www.tic-council.org/> and our member associations.
8. External representation: 加入団体活動
ILAC stakeholder committee, ILACステークホルダー委員会
Regional accreditation associations: EA, IAAC, APAC, AFRAC and ARAC
地域認定協会: EA, IAAC, APAC, AFRAC, ARAC
ISO/CASCO / ISO/REMCO - UNIDO
9. Membership recruitment 会員増強
 - 9.1. Chinese Society for Inspecting and Testing (CSIT) 中国国家品質監督検査検疫総局 (CSIQ)
10. Dates and venues of upcoming meetings 今後の会議予定
 - 10.1. 2019/02 – Thursday October 25th/ Friday 26th 2018, Frankfurt, Germany
2019年第2回 – 2019年10月24日(木)・25日(金) ドイツ・フランクフルト開催
 - 10.2 2020/01 – Thursday April 16 / Friday April 17, 2020, Rotterdam, The Netherlands
- General Assembly - 110 years VRS - LabMeeting 2020 - The Dutch Norm -
2020年第1回 – 2020年4月16日(木)・17日(金) オランダ・ロッテルダム開催、VRS110周年総会 LabMeeting 2020
 - 10.2. 2020/02 – Thursday October 22/ Friday October 23, 2020, Montreal, Canada
2020年第2回 – 2020年10月22日(木)・23日(金) カナダ・モントリオール開催
11. Any other business properly approved by the president and 13. Adjournment
その他 (会長承認) 閉会

UNION INTERNATIONALE DES LABORATOIRES INDÉPENDANTS
 UNIÃO INTERNACIONAL DE LABORATÓRIOS INDEPENDENTES
 UNIONE INTERNAZIONALE DEI LABORATORI INDIPENDENTI
 INTERNATIONALE UNION DER UNABHÄNGIGEN LABORS
 國際聯盟的獨立實驗室
 FONDÉE EN 1960



INTERNATIONAL UNION OF INDEPENDENT LABORATORIES
 UNIÓN INTERNACIONAL DE LABORATORIOS INDEPENDIENTES
 МЕЖДУНАРОДНЫЙ СОЮЗ НЕЗАВИСИМЫХ ЛАБОРАТОРИЙ
 ئىتتىپاقىيەتلىك ئايرىم-ئايرىم تەجرىبىخانىلار بىرلەشمەسى
 國際獨立研究所連合
 FOUNDED 1960

議事録

2018年 第2回役員会

2018年 10月 26日(水) 14:00 グラント・ハイヤット ホテル シンガポール

2018年 10月 27日(木) 9:00 TUV SUD PSB 役員会議室

協会	役員	国	出欠
VRS	Drs Luc H. A. Scholtis President	Netherlands	出席
AELI	Dr. Manahén Fernandez Alonso Past-President	Spain	欠席
RELACRE	Dr. Álvaro Silva First Vice President	Portugal	出席
AELI	Mr. Jordi Oliver-Rodés Second Vice President	Spain	欠席
JEMCA	Dr Toru Matsumura Treasurer	Japan	出席
JEMCA	Dr. Tanaka	Japan	出席
IPAN	Mrs. Mary-Anne Adeeko Secretary-General	Nigeria	欠席
CALIBA	Dr Horacio Denari/ Marta Sancho	Argentina	欠席
	Marta Sancho	Argentina	欠席
CCIL	Mr. Gib McIntee	Canada	欠席
IPAN/SOTLAN	Dr. Femi Oyediran	Nigeria	出席
RELACRE	Dr. José Roseiro	Portugal	欠席
ASOCOLAB	Mr. Gabriel Fonseca	Colombia	出席
AOIL	Dr A.K. Kalyan	India	欠席
AOIL	Mr. R.B. Singh	India	欠席
EUROLAB	Mr. José Luis Sanchez	Europe	出席
Unaffiliated members Northern Hemisphere	Mr. Jan Soers	Belgium	欠席
Unaffiliated members Southern Hemisphere	D. Alfredo Montes Niño	Brasil	出席
Secretariat	Lars van Gool Secretary	Netherlands	出席



1. 歓迎

ショルティス博士は出席者を歓迎した。全員の出席とはならなかった。IPAN オイディラン博士、JEMCA 田中博士、Singapore Manufacturing Association および TUV Sud CEO のハン博士に特別の歓迎が送られた。

2. 出席の確認と欠席者からのお詫び

マナヘン・フェルナンデス博士、ジョルディ・オリバー・ロデス氏、ホラシオ・デナリ博士、ギブ・マケンティ氏、マリアンヌ・アデコ氏、ヤン・ソレス氏からの欠席のお詫びが報告された。

3. アジェンダの承認

出席者一同アジェンダ案を承認した。

4. 4月20日開催2018年第1回 Skype 役員会議事録、および8月7日開催 Skype 幹部会議事録の確認と承認

出席者一同議事録案を承認した。

4.1. 前回会議議事録からの懸案事項（アジェンダ外）

ショルティス博士は、懸案事項を一件ずつ確認した。

- ▶ グアテマラの協会 RELABSA（全国保健・環境試験所ネットワーク(仮)）、コロンビアの協会 ASOSEC（適合性評価機関協会(仮)）、ブラジルの協会 ABRAC（ブラジル適合性評価協会(仮)）と連絡を取り、入会を勧めることについては、対応しないことで合意された。
- ▶ UIIL のオランダ登記について、フランス人法律専門家に相談しながら手続きを進める-> ショルティス博士。協会が設立当初のフランス政府への登記を再有効化する方針を止め、オランダ公証人を通じてオランダ政府への登記に切り替えることを決定した。公証人はマイヤー氏に決定。
- ▶ 松村財務担当へ、最近 UIIL 会員の構成が変化したことを考慮した会費見直し依頼する-> 松村博士
- ▶ UNIDO プロジェクト業務 No. 150114 への請求書を発行、送付する -> ショルティス博士 - 完了



- ショルティス博士、マルタ・デル・シド氏との間でグアテマラの入会に係る Skype 会議を設定する。-> フェルナンデス・バレロ氏
- 10月シンガポール会議関係-> フェルナンデス・バレロ氏。ショルティス博士とラース・ファン・ホール氏、ケビン・ボス氏がシンガポール会議の運営を担当した。
- 全役員に対し、ホテル予約内容の確認を依頼する - 完了
- SAC (シンガポール認定協議会) にレストランや視察先等ソーシャルイベントの情報を確認する - 完了
- シンガポール会議のプログラムを UIIL データベース内の関係機関および TIC (試験・検査・認証) 会員に一斉配信する-> ショルティス博士 - 完了
- 講演者へ LABMEETING への出欠と、要旨や、(あれば) 意見の提出を依頼する。 - 完了
- CALIBA サンチョ氏へ、トウモロコシ粉の試料を直接 UIIL へ送付可能か確認する。-> フェルナンデス・バレロ氏 - 未完了
- 加入団体活動: モンテス・ニノ氏は、UIIL 会員に向けて新版 ISO17025 への意見を聞くアンケート調査の実施を提案した -> ISO WG とフェルナンデス氏
- ASOCOLAB と AOIL の会員名簿を送付する -> フォンセカ氏、N. カリヤン氏 - AOIL へ再確認する

4.2. 新役員 : IPAN Sotlan

ショルティス博士は、オイディラン氏を IPAN/SOTLAN を代表する新役員に歓迎した。オイディラン博士は、ナイジェリアに新しく試験所協会 (SotLan) が設立されたこと、協会の UIIL 入会について説明した。オイディラン博士は、モーリシャスで開催された AFRAC 会議に UIIL を代表して出席した。UIIL は AFRAC にステークホルダー会員として入会した。

5. 財務報告

5.1. 銀行口座報告

ショルティス博士は会員へ、本日現在 UIIL 口座残高は約 45,000EUR であると報告した。2018年1月1日時点では 53,837.52 EUR だった。



5.2. 未回収金/未払金

ショルティス博士は、未回収金への大きな懸念に触れた。オイディラン博士は、IPAN/SOTLANは未払いの請求書を年内に支払うことを約束した。JEMCAは、会議後に支払うことを約束した。会員協会や役員への請求書の他、ILP参加費や非協会会員年会費に係る未回収金がある。ショルティス博士は出席者へ、請求書の支払い求めた。

5.3. 損益計算書および貸借対照表

これまで財務管理報告はエクセルが用いられていた。帳簿はフェルナンデス氏が行っていた。財務担当と会長が話し、帳簿管理については、公証役場への登記のため過去数年分の全ての口座明細を反映させた、公式な損益計算書と貸借対照表が必要との結論に至ったことを報告した。

ショルティス博士は財務担当へ、自らが当該文書を用意することを申し出、出席役員へは、次回総会までに過去数年間の財務報告を用意することを約束した。

6. 加入団体活動：

ショルティス博士は、UIILの事業戦略としてILPを通じて世界規模の試験所比較試験を実施していることを説明した。本件についてはLabMeeting後のILP委員会にて話しあうことで一同合意した。

7. 加入団体活動とワーキンググループ

ショルティス博士は、加入団体活動にUIILとして参加するボランティアを募集した。ここで各団体におけるUIIL活動について議論が交わされた。

7.1. UIIL 加入団体への代表者の指名：

- 7.1.1. ILAC – LC
- 7.1.2. ISO/CASCO
- 7.1.3. ISO/REMCO
- 7.1.4. UNIDO

7.2. 地域認定協会：

- 7.2.1. EA
- 7.2.2. IAAC
- 7.2.3. ARAC
- 7.2.4. APLAC
- 7.2.5. AFRAC

8. 会員勧誘

8.1. AOIL – インド試験所協会、インド

