Items to be included in the validation report of analytical methods for food additives in foods (Recovery test)

Note: This is an example of items to be included in a report. Your report does not necessarily have to be consistent with this if there are more appropriate ways of describing your results. You may change the item numbers, names, and other content as appropriate. Applicants may conduct the test(s) themselves or may outsource to an external testing institution.

1 Title (including the name of the target substance. Example: Validation report of the analytical method for xxx in foods)
2 Date of report
3 Author
4 Testing institution (e.g., institution name, address, phone number, email address)
5 Purpose
6 Analytical methods
(1) References, etc. (e.g., author name, article title, journal name, year of publication; volume (issue), page numbers
(2) Contents of the analytical method
(a) Outline of the analytical method (Provide a concise summary of the principles, etc.)
(b) Reagent chemicals and reagent solutions
(c) Equipment
(d) Operating conditions
(e) Method of preparation of the test solutions (preferably submit a flowchart of the preparation)
(f) Quantitative calculation (formulae)
7 Procedure of recovery tests
(a) Information about the foods used in the tests and the basis for selecting the foods
(b) Concentration of added analyte and rationale for setting this value
(c) Concentration and method of preparation of the standard solution to be added
(d) Method of addition of the standard solution and amount added
(e) Number of trials: for samples to which the analyte was added, at least three trials; for control samples, at least two trials
8 Test results
(Present your data so that the progress of the test can be seen.)
(a) Test implementation date
(b) Implementation results
(For both samples to which the analyte was added and control samples, indicate the data needed to calculate the results, such as the weight of the sample, the found values (e.g., absorbance, peak area), the concentrations in the test solutions, and the concentrations in the samples in table form.)
(c) Calibration curve
(d) Chromatogram
(When HPLC or GC is used, attach chromatograms of the reference standard and the samples (samples to which the analyte was added and control samples)
(e) Lower limit of quantification of the analytical method

(f) Recovery rate, relative standard deviation

9 Considerations

(Describe your thoughts regarding the recovery tests. Example: We think this method is applicable to measure the concentration of the substance in foods.)