



**REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
FERTILIZER AND PESTICIDE AUTHORITY**

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FPA-LSD-F1

FERTILIZER REQUEST FOR ANALYSIS FORM

CUSTOMER INFORMATION

Kindly provide complete information and please write legibly.

Customer (Company/Name)	
Address	
Contact No.	
E-mail Address	

Purpose of Analysis	Turnaround Time	Mode of Receipt	Method Type	Laboratory Analysis Fee
<input type="checkbox"/> New Registration	<input type="checkbox"/> Regular	<input type="checkbox"/> Walk-in	<input type="checkbox"/> FPA Method	Total Amount (PhP):
<input type="checkbox"/> Renewal	<input type="checkbox"/> Fast track	<input type="checkbox"/> Courier	<input type="checkbox"/> Customer's Method	O.R. No.:
<input type="checkbox"/> Re-analysis			<input type="checkbox"/> Others, pls. specify: _____	Date:
<input type="checkbox"/> Monitoring				
<input type="checkbox"/> Others (pls. specify): _____				

SAMPLE INFORMATION

Item No.	Sample Code (FRD)	Laboratory Code (LSD)	Sample Name/Type	Physical Description	Comments/Remarks
1					
2					
3					
4					
5					

Note: Please identify storage and environmental conditions of the items in the comments/remarks section, if necessary. Please use additional sheet for additional samples.

Please tick the box of desired analysis.

Individual Tests

- | | |
|--|---|
| <p>MACRONUTRIENTS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Total Nitrogen (Nitrate-Containing) (P 1,550.00) <input type="checkbox"/> Total Nitrogen (Nitrate-Free) (P 1,250.00) <input type="checkbox"/> Total Phosphorus (P 1,220.00) <input type="checkbox"/> Available Phosphorus (P 400.00) <input type="checkbox"/> Total Potassium (P 910.00) <input type="checkbox"/> Calcium (P 1,010.00) <input type="checkbox"/> Magnesium (P 1,610.00) <input type="checkbox"/> Sulfur (P 400.00) | <p>MICRONUTRIENTS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Boron (P 1,570.00) <input type="checkbox"/> Copper (P 1,370.00) <input type="checkbox"/> Iron (P 1,330.00) <input type="checkbox"/> Manganese (P 1,370.00) <input type="checkbox"/> Sodium (P 1,380.00) <input type="checkbox"/> Zinc (P 1,330.00) <input type="checkbox"/> Chloride (P 730.00) |
|--|---|

OTHER TESTS

- Biuret (P 330.00)
- Organic Matter (P 350.00)
- Moisture Content (P 240.00)
- pH (P 320.00)
- Specific Gravity (P 550.00)
- GC Analysis, pls. specify active ingredient (P 3,360.00):

- HPLC Analysis, pls. specify active ingredient (P 3,130.00):

PLANT GROWTH REGULATORS

- Gibberellic Acid (P 2,960.00)
 - Indole-3-Butyric Acid (P 3,660.00)
 - 1-Naphthaleneacetic Acid (P 3,880.00)
 - Nitrophenol and Nitroguaiacol (P 5,010.00)
 - Paclobutrazol (P 3,340.00)
- MICROBIAL TESTS**
- Total Coliform (P 900.00)
 - E. coli* (P 1,050.00)

Do you want to include uncertainty of measurement in the laboratory test report? Yes No

TERMS AND CONDITIONS:

Sample Receipt: All samples received in the Laboratory Services Division (LSD) shall be delivered prepaid except for samples from the monitoring activities of FPA. All samples submitted for analysis shall be accompanied with a request for analysis form. In cases where samples deviate from the specified conditions, LSD shall notify the customer and ask the customer for further instructions. Such deviations will be reflected in the laboratory test report.

Method: If the customer requests to use their own method for the analysis, LSD shall be informed prior to the acceptance of the sample and request for analysis. The customer shall provide LSD a copy of the method; however, the acceptance of the sample and request for analysis is still subject to the availability of equipment and laboratory chemicals. Upon acceptance of the request and signing of this form, it is understood that the customer grants LSD the authority to: a) modify the customer-supplied method to verify its fitness for intended use; and b) once method is validated/verified, adopt and use the method in the performance of regulatory activities and functions of FPA.

Fees: The schedule of laboratory fees and charges is based on the released FPA Administrative Order No. 01 s. 2011, Administrative Order No. 19 s. 2012, and Administrative Order No. 01 s. 2015.

Turnaround time: Standard turnaround time for release of laboratory test reports is within twenty (20) working days for regular analysis of samples and (5) working days for fast-track analysis of samples. Five (5) working days will be added to the turnaround time for every additional five (5) samples for a single transaction (max. of 5 samples) per customer. For sample with

more than five (5) test parameters, additional five (5) working days will be added to the turnaround time.

Fast-track: The fast-track analysis shall incur a 100% surcharge.

Delivery of Service: LSD guarantees that all work is performed in accordance with the generally accepted methods and practices. If there are changes/deviations in the agreed request for analysis after work has commenced, the customer will be notified by LSD.

Release of test report: All laboratory test reports shall be released in electronic copy. A hard copy will only be provided upon customer's request.

Measurement Uncertainty: The test result shall be reported with measurement uncertainty if the request for analysis is endorsed by the Fertilizer Regulations Division (FRD) of FPA and the test result is used for regulatory activities and functions of FPA. For other customers, measurement uncertainty will only be reported with the test result upon customer's request.

Return of Sample: All fertilizer samples shall be returned to the customer upon release of the laboratory test report. A sample which is not retrieved after a month from date of release of its test report will be disposed by FPA.

Confidentiality: All laboratory data and test reports shall remain confidential between FPA and the customer. No information shall be released to others without written consent from the customer and approval from FPA. Likewise, FPA respects the customer's privacy and keeps personal information as confidential unless FPA is required by law or upon written consent from the customer for disclosure.

For Customer only:

- I agree with all the stipulated terms and conditions above.
- I do not agree with all the stipulated terms and conditions above.
If not, please cite reason(s): _____

Relinquished by: <i>(Customer)</i>	Date:	Received by: <i>(FRD staff only)</i>	Date:
	Time:		Time:
Relinquished by: <i>(FRD staff only)</i>	Date:	Received in Lab: <i>(LSD staff only)</i>	Date:
	Time:		Time:

SAMPLE INFORMATION

Item No.	Sample Code (FRD)	Laboratory Code (LSD)	Sample Name/Type	Physical Description	Comments/Remarks
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					