



## Proficiency Testing Program

### Aggregate – Information Sheet

#### Program Recognition

LabSmart Services is accredited by **NATA** to **ISO/IEC 17043**, Conformity assessment — General requirements for proficiency testing. An endorsed report is supplied to all participants at the completion of the program. Participation in LabSmart Services proficiency programs is accepted by NATA as meeting a laboratory's proficiency testing requirements as detailed in ISO/IEC 17025.

#### Program aim

The proficiency program aims to provide laboratory feedback regarding test competency relative to other peer laboratories in the construction materials testing industry. This provides valuable assurance that testing is at a satisfactory level and provides opportunities for improvement. Assessment of performance is based on statistically comparing each participant's results against all other participants in the program.

#### Sample provided

Each participant receives a carefully packed box containing sufficient aggregate to perform the tests below. Included is a set of detailed instructions and a log sheet on which to record the results from testing.

#### Test methods covered

As part of the program, participants may choose to perform all of the following tests or select only some of the tests to perform.

AS 1141 11	Particle size distribution
AS 1141 12	Material finer than 75 µm
AS 1141 14	Particle shape by proportional calliper (2:1)
AS 1141 15	Flakiness index
AS 1141 20.1	Average least dimensions
AS 1141 6.1	Apparent particle density
AS 1141 6.1	Particle density on a <i>wet basis</i>
AS 1141 6.1	Particle density on a <i>saturated-surface</i> dry basis
AS 1141 6.1	Water absorption

Equivalent test methods may be used, but it is the responsibility of participants to determine if the method they use is equivalent.

#### Confidentiality

Each participant in the program is assigned a unique code that is used in the proficiency testing program report. This ensures that participant's results remain confidential.

#### Z – score summary

A z-score summary is provided on the LabSmart Services website after the participant's results have been processed. The summary contains only **robust** z-score results and is meant as an **early indication of performance** prior to the release of the proficiency testing program report.

## Program Coordinator

Every program has assigned a staff member who is dedicated to handling any questions or requests you have regarding this program. The name of the program coordinator may be found on the program invitation sent prior to conducting the proficiency program.

## Proficiency program report

At the completion of the program, a proficiency testing report is issued, providing an assessment of the performance of each participant as well as other technical information useful for better understanding the testing process and for improving laboratory performance. Upon completion, a digital copy of the final report is emailed to all participants (Program reports normally have an expected turnaround time of between 4 to 8 weeks from the participant's results due date). An electronic copy of the report (pdf) will also be available from the LabSmart Services website at this time.

## Fees

Fees are based on a per-site basis (i.e. Laboratory, Annex Laboratory, Mobile Laboratory etc). All fees are detailed on the application form and include GST.

Additional samples per site may be requested at a discounted fee.

A further discount is offered for organisations with multiple laboratories providing payment is via a single invoice.

2 to 4 laboratories	5 % Discount
5 to 8 laboratories	10 % Discount
>9 laboratories	15 % Discount

## Payment options

Fees are invoiced once samples are sent to participants. Prompt payment is appreciated as it helps us offer low fees. There are a number of payment options:

- EFT (NAB BSB 083-543 Account 2964-17402)
- Cheque, made payable to – LabSmart Services
- Purchase Order
- Payment by credit card is available via an email invoice. Please note these payments are subject to a 2.5 % finance and administration fee.

## Enrolment

Completion of an order form is needed to ensure we have your current and correct contact details. Orders are welcome from both accredited and non-accredited laboratories.

Please complete a "Single Site" application form or if you wish to enter multiple sites (including Annex Laboratories), then use the "Multi Site" application form. An order form may be obtained directly from LabSmart Services or from our website.

Prior to the commencement of the program laboratories are sent an invitation to participate which gives details on fees and dates applicable to the current program. If you have not received an invitation, please contact us for fee and program details.

## Additional information

Further information about how LabSmart Services proficiency programs are conducted and the statistics used are contained in our publication "Participants Guide", downloadable from the LabSmart Services Website.

[www.labsmartservices.com.au](http://www.labsmartservices.com.au)