



The Scientific Association Dedicated to Analytical Excellence[®]

OFFICIAL METHODS BOARD Meeting Book



Friday, May 29, 2015

AOAC INTERNATIONAL
2275 Research Blvd. Suite 300
Rockville, MD, 208750
UNITED STATES
dboyd@aoac.org
301.924.7077 x126

Dear Members of the OMB,

Please find attached/included the information to review for the OMB Review of 2015 Awards:

1. AOAC Policy Documents & Draft Meeting Agenda
2. Final Draft OMA Program Awards Document
3. OMA Awards - Eligible Nominees
4. Award Reviewers
5. Technical Service Award Responses
6. Award in Recognition of Technical and Scientific Excellence Nominees
 - Nancy Thiex
 - Robert LaBudde
7. Links to the Awards Program Meeting Books:
 - [2015 OMA Program Awards Methods](#)
 - [2014 Reports - AOAC ERP's](#)

In addition, the web-conferencing information can be found below.

~~~~~

**Please join me in a Adobe Connect Meeting**

Meeting Name: ***OMB Review of 2015 OMA Program Awards - Web/Teleconference***

Invited By: **Delia Boyd**

***To join the meeting:***

[http://aoac.adobeconnect.com/awards\\_2015/](http://aoac.adobeconnect.com/awards_2015/)

- Enter as a Guest
  - Type your name

**Teleconference numbers:**

US/Canada 1-877-647-3411

To view a list of **toll-free international** dial-in numbers [Click Here](#)

**Audio Conference Code Details:**

Participant Code: 3735235702#





# AOAC INTERNATIONAL OFFICIAL METHODS BOARD 2014 –2015

|               |                                                                                                                                                                                                                           |                                               |                                                                                                                                                                                                  |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Chair</b>  | <b>Shauna Roman</b><br>Reckitt Benckiser, Inc.<br><a href="mailto:Shauna.Roman@reckittbenckiser.com">Shauna.Roman@reckittbenckiser.com</a><br>Term: August 29, 2013 – September 21, 2016                                  | <b>Member</b>                                 | <b>Joe Boison</b><br>Canadian Food Inspection Agency<br><a href="mailto:Joe.Boison@inspection.gc.ca">Joe.Boison@inspection.gc.ca</a><br>Term: August 29, 2013 – September 21, 2016               |
| <b>Member</b> | <b>Doug Abbott</b><br>Independent Consultant<br><a href="mailto:dabbott2@bresnan.net">dabbott2@bresnan.net</a><br>Term: September 11, 2014 - September 27, 2017                                                           | <b>Member</b>                                 | <b>Perry Anthony Martos</b><br>University of Guelph<br><a href="mailto:pmartos@uoguelph.ca">pmartos@uoguelph.ca</a><br>Term: October 4, 2012 - September 30, 2015                                |
| <b>Member</b> | <b>Sneh Bhandari</b><br>Silliker, Inc.<br><a href="mailto:Sneh.Bhandari@Silliker.com">Sneh.Bhandari@Silliker.com</a><br>Term: August 29, 2013 – September 21, 2016                                                        | <b>Member</b>                                 | <b>Shang-Jing Pan</b><br>Abbott Nutrition<br><a href="mailto:shang-jing.pan@abbott.com">shang-jing.pan@abbott.com</a><br>Term: October 4, 2012 - September 30, 2015                              |
| <b>Member</b> | <b>Jo Marie Cook</b><br>Florida Department of Agriculture and Consumer Services<br><a href="mailto:JoMarie.Cook@freshfromflorida.com">JoMarie.Cook@freshfromflorida.com</a><br>Term: August 29, 2013 – September 21, 2016 | <b>Member</b>                                 | <b>Tom Phillips</b><br>Maryland Department of Agriculture<br><a href="mailto:phillitd@mda.state.md.us">phillitd@mda.state.md.us</a><br>Term: August 29, 2013 – September 21, 2016                |
| <b>Member</b> | <b>Erin Sutphin Crowley</b><br>Q Laboratories, Inc.<br><a href="mailto:ecrowley@qlaboratories.com">ecrowley@qlaboratories.com</a><br>Term: October 4, 2012 - September 30, 2015                                           | <b>Member</b>                                 | <b>Victoria Siegel</b><br>Office of the Indiana State Chemist - Purdue University<br><a href="mailto:vsiegel@purdue.edu">vsiegel@purdue.edu</a><br>Term: September 11, 2014 - September 27, 2017 |
| <b>Member</b> | <b>Qian Graves, US FDA</b><br><i>AOAC Committee on Statistics, Chair</i><br><a href="mailto:Qian.graves@fda.hhs.gov">Qian.graves@fda.hhs.gov</a><br>Term: August 29, 2013 – September 21, 2016                            | <b>Member</b>                                 | <b>Bradley Stawick</b><br>Microbac Laboratories, Inc.<br><a href="mailto:brad.stawick@microbac.com">brad.stawick@microbac.com</a><br>Term: October 4, 2012 - September 30, 2015                  |
| <b>Member</b> | <b>Yvonne Salfinger, Independent Consultant</b><br><i>AOAC Committee on Safety, co-Chair</i><br><a href="mailto:Yhale@aol.com">Yhale@aol.com</a><br>Term: August 29, 2013 – September 21, 2016                            | <b>Past Chair<br/>(Ex-officio<br/>Member)</b> | <b>John Szpylka</b><br>Silliker, Inc.<br><a href="mailto:John.Szpylka@Silliker.com">John.Szpylka@Silliker.com</a><br>Term: August 29, 2013 – September 21, 2016                                  |

### AOAC Staff Liaisons

|                                                                                                                                                                |                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| Deborah McKenzie<br>Sr. Director- Standards Development<br>Sr. Director- AOAC Research Institute<br><a href="mailto:dmckenzie@aoac.org">dmckenzie@aoac.org</a> | Delia Boyd<br>Program Manager – Standards Development<br><a href="mailto:dboyd@aoac.org">dboyd@aoac.org</a> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|



# AOAC INTERNATIONAL BYLAWS

As Amended September 26, 2010

## ARTICLE I Name

The name by which this Association shall be known is "AOAC INTERNATIONAL" (hereinafter referred to as the "Association").<sup>1</sup>

## ARTICLE II Purpose

The primary purpose of the Association is to promote methods validation and quality measurements in the analytical sciences.

## ARTICLE III Membership

### *Section 1. Types of Membership*

There shall be three (3) types of membership in the Association: Individual Members, Sustaining Member Organizations, and Organizational Affiliates.

#### A. Individual Members

There shall be four (4) categories of Individual Members in the Association: Members, Retired Members, Student Members, and Honorary Members.

#### B. Sustaining Member Organizations

There shall be one (1) category of Sustaining Member Organizations.

#### C. Organizational Affiliate

There shall be one (1) category of Organizational Affiliate.

### *Section 2. Qualifications for Membership*

#### A. Individual Members

##### [1] Members

Qualifications for Members shall be a degree in science, or equivalent as approved by the Board of Directors, and interest in supporting and furthering the purpose and goals of the Association. Such scientists shall be eligible for membership provided they are engaged, or have been engaged, directly or indirectly, in a field relevant to the purpose of the Association.

##### [2] Retired Members

---

<sup>1</sup> AOAC INTERNATIONAL was incorporated in the District of Columbia on January 20, 1932, as the Association of Official Agricultural Chemists. On November 10, 1965, the name of the corporation was changed to the Association of Official Analytical Chemists, and on September 12, 1991, the current name was adopted.

A current Member who is no longer actively engaged, directly or indirectly, in a field relevant to the purpose of the Association but who has served the Association as a Member for at least ten (10) years shall be eligible for Retired Member status upon written request and payment of the annual Retired Member dues. Any special benefits accorded Retired Members shall be determined by the Executive Director.

[3] Student Members

Any full-time student working toward an undergraduate or graduate degree in the areas of chemistry, microbiology, food science or other related science shall be eligible for Student Membership in AOAC INTERNATIONAL.

[4] Honorary Members

Honorary Members shall be persons recognized for their substantial contribution toward the achievement of the objectives of the Association. They shall be nominated by the Board of Directors and may be elected by a two-thirds vote of the Individual Members voting.

B. Sustaining Member Organizations

A Sustaining Member Organization shall be any agency of a local, state, provincial, national, or international government; a university, college, or academic department; or any firm, business, or organization with an interest in supporting and furthering the purpose of the Association. Every Sustaining Member Organization must have a designated representative(s). All such Sustaining Member Organization representatives must meet the qualifications for Members and become Individual Members with all the rights and privileges thereof.

C. Organizational Affiliate

An Organizational Affiliate Organization shall be any agency of a local, state, provincial, national, or international government; a university, college, or academic department; or any firm, business, or organization with an interest in supporting and furthering the purpose of the Association. Every Organizational Affiliate must have a designated representative(s). All such Organizational Affiliate representatives must meet the qualifications for Members and become Individual Members with all the rights and privileges thereof.

***Section 3. Application for Membership***

Applications or requests for membership shall be submitted to the Association's headquarters office. Membership shall become effective upon approval of the application or request, payment of any required membership dues, entry on the membership rolls, and assignment of a member number.



#### ***Section 4. Expulsion***

The Board of Directors, at any duly called meeting of the Board, by a two-thirds vote of those holding office, may terminate the membership of any member who in its judgment has violated the Bylaws or has been guilty of conduct detrimental to the best interests of the Association. Any member convicted of a felony is subject to immediate expulsion from the Association. Expulsion of a member by the Board of Directors shall be final and shall cancel all rights, interest, or privileges of such member in the services or resources of the Association. Any member, for whom expulsion is proposed, for reasons other than conviction of a felony, shall be entitled to not less than 60 days advance notice of the charges, the date upon which a hearing will be scheduled, and the right to present evidence in defense. The date and place of any such hearing, if held other than at the headquarters or annual meeting site of the Association, must be reasonable with respect to the location of any individual so charged.

#### ***Section 5. Dues, Membership Year, and Waivers***

- A. Annual dues for membership in the Association shall be fixed by the Board of Directors, subject to approval by the majority of the Individual Members voting by ballot by any of the following means (whichever is deemed appropriate by the Board at the time): mail, telephone call, telegram, cablegram, electronic mail or other means of electronic or telephonic transmission.
- B. Honorary Members of the Association shall be exempt from payment of dues and annual meeting registration fees.
- C. The membership year and the delinquency date shall be determined by the Board of Directors.
- D. The authority to grant waivers of membership dues rests with Executive Director.
- E. Student Member dues shall be one-third of regular Member dues, rounded up to the nearest \$5.00 increment.

#### ***Section 6. Members in Good Standing; Rights and Privileges***

All Individual Members who maintain their membership by payment of dues as required under these Bylaws and who otherwise qualify shall be considered in good standing and entitled to full privileges of membership.

### **ARTICLE IV Officers**

#### ***Section 1. Elected Officers***

The elected officers of the Association shall be Individual Members and shall consist of a President, President-Elect, Secretary, Treasurer, and Immediate Past President.

##### **A. President**

The President shall be the principal elected officer of the Association, shall preside at meetings of the Association and of the Board of Directors and of the Executive Committee, and shall be a member ex-officio, with right to vote, of all committees except the Nominating Committee. He or she shall also, at the annual meeting of the Association and at such other times as he or she shall deem proper, communicate to the Association or the Board of Directors such matters and make such suggestions as may in his or her opinion tend to promote the welfare and further the purpose of the Association and shall perform such other

duties as are necessarily incident to the office of President or as may be prescribed by the Board of Directors.

#### B. President-Elect

In the absence of the President, or in the event of the President's inability or refusal to act, the President-Elect shall perform the duties of the President, and, when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The President-Elect shall perform such other duties as from time to time may be assigned to him or her by the President or by the Board of Directors.

#### C. Secretary

The Secretary shall give notice of all meetings of the Association, keep a record of all proceedings, attest documents, and, in general, perform such other duties as are usual of the office of Secretary and such other duties as may be assigned by the President or by the Board of Directors.

#### D. Treasurer

The Treasurer shall be responsible for the funds and securities of the Association; serve as financial officer of the organization and as Chairperson of the Finance Committee; manage the Board of Director's review of and action related to the Board of Director's financial responsibilities; serve as the chief Board liaison in overseeing and reviewing the annual audit, and in general, perform such other duties as are usual of the office of Treasurer and such other duties as may be assigned by the President or by the Board of Directors.

#### E. Immediate Past President

The Immediate Past President shall serve as advisor to the President and Directors and perform such other duties as may be assigned from time to time by the President or by the Board of Directors.

### *Section 2. Appointed Officers*

The appointed officers shall include the Executive Director and such other appointed officers as may be designated by the Board of Directors from time to time.

#### A. Executive Director

The day-to-day administration and management of the Association's offices shall be vested in a salaried manager employed or appointed by, and directly responsible to, the Board of Directors. This manager shall have the title of Executive Director with responsibility for the management and direction of all operations, programs, activities, and affairs of the Association, as approved or delegated by the Board of Directors. The Executive Director shall have direct responsibility for employment and termination of employment and the determination of compensation for staff members within the budgetary framework determined by the Board of Directors. The Executive Director functions as the chief operating officer of the Association within the guidelines established by the policies and procedures of the Board of Directors and, as necessary, with the concurrence of the President. The Executive Director shall have such other duties as may be prescribed by the Board.

#### B. Other Appointed Officers

Other appointed officers shall have such duties as may be prescribed by the Board.

**ARTICLE V**  
**Nominations, Elections, Terms, and Appointments to the Board of Directors**

*Section 1. Nominating Committee*

The Nominating Committee shall annually recommend to the Board of Directors a slate of Individual Members as potential nominees for the elected positions where vacancies will occur. The Nominating Committee shall consist of five (5) members who shall be three (3) immediate Past Presidents, as available, and two (2) Individual Members-at-Large of the Association. If three Past Presidents are not available to serve, other Individual Members-at-Large shall be appointed by the President to the extent necessary to form the five (5)-member committee.

*Section 2. Elections and Terms of Office*

The President-Elect, the Secretary, Treasurer, and the Directors of the Board of Directors shall be elected by a majority of Individual Members voting, from a slate of nominees recommended annually by the Board of Directors.

Terms of office for all Officers and Directors shall begin with the adjournment of the annual meeting following their election and shall end with the adjournment of the annual meeting occurring nearest the expiration of their term. The six (6) Directors shall be elected to staggered three-year terms with two Directors elected to full three-year terms each year, but not to more than two (2), consecutive, three-year terms. Appointment or election to fill an unexpired term shall not affect the eligibility of a person to subsequently be elected to two (2) full terms. The Secretary shall be elected to a one-year term and may be re-elected to successive one-year terms. The Treasurer shall be elected for a one-year term and may be re-elected to successive one-year terms. The President-Elect shall be elected to a one-year term; whereupon the current President-Elect shall become President and the current President shall become the Immediate Past President, each serving a one-year term.

*Section 3. Appointments*

Directors-at-Large are appointed by the Board in accordance with Article VI, Section 2. Directors-at-Large are appointed for one (1) year terms, renewable at the discretion of the elected Board.

**ARTICLE VI**  
**Board of Directors**

*Section 1. Composition*

The Board of Directors shall consist of eleven (11) elected members to include the President, President-Elect, Secretary, Treasurer, Immediate Past President, six (6) Directors, and up to three (3) appointed Directors-at-Large, all of whom shall be Individual Members of the Association. The elected Board shall reflect the makeup of the Association membership and shall not be dominated by any single interest.

*Section 2. Powers and Duties*

The Board of Directors shall provide supervision, control, and direction of the affairs of the Association, shall determine the Association's policies or changes therein within the limits of the Bylaws, shall actively prosecute

its purpose, and shall have discretion in the disbursement of its funds. It may adopt such rules and procedures for the conduct of its business as shall be deemed advisable, and may, in the execution of the powers granted, appoint such agents as it may consider necessary. The Board of Directors may appoint up to three (3) Directors-at-Large, if, in their opinion, such appointments advance the purpose of the Association. Directors-at-Large shall be accorded the same voting privileges as elected Directors.

### ***Section 3. Meetings***

Except that the Board shall have a regular meeting at the time and place of the annual meeting, the Board shall meet, in person or via telephone conference call, upon call of the President at such times and places as he or she may designate within the policies adopted by the Board, and shall be called to meet upon demand of a majority of its members. Notice of all meetings of the Board of Directors shall be sent by any of the following means (whichever is deemed appropriate by the President at the time): mail, telephone call, telegram, cablegram, electronic mail or other means of electronic or telephonic transmission to each member of the Board at his or her last recorded address or number at least fourteen (14) days in advance of in-person meetings or forty-eight (48) hours in advance of conference call meetings.

### ***Section 4. Quorum***

A quorum for any meeting of the Board is six (6) Board members elected in accordance with Article V (1). Any less number may: (1) set a time to adjourn, (2) adjourn, (3) recess, or (4) take measures to obtain a quorum.

### ***Section 5. Absence***

Any member of the Board of Directors unable to attend a meeting of the Board shall notify the President and state the reason for his or her absence. If a member of the Board is absent from two (2) consecutive meetings, he or she may be removed by a two-thirds vote of the Board Members then in office.

### ***Section 6. Compensation***

Members of the Board of Directors, as such, shall not receive any compensation for their services as Board members, but the Board may, by resolution under policies it may adopt, authorize reimbursement of expenses incurred in the performance of members' duties. Such authorization may prescribe conditions and procedures for approval and payment of such expenses. Nothing herein shall preclude a Board member from serving the Association in any other capacity and receiving compensation for such services, if compensation is customarily paid for such services.

### ***Section 7. Resignation or Removal***

Any member of the Board may resign at any time by giving written notice to the President, Secretary, Treasurer, or to the Board of Directors. Such resignation shall take effect at the time specified therein, or, if no time is specified, at the time of acceptance thereof as determined by the President or the Board.

Any member of the Board may be removed by a three-fourths vote of the Board members then in office and present at any regular or special meeting of the Board.

### ***Section 8. Vacancies: Members of the Board***

If a vacancy should occur in the membership of the elected Board of Directors, any Past President may be appointed by action of the remaining members of the Board to temporarily fill such vacancy until the next

regularly scheduled election. At the next regularly scheduled election nominations will be presented to fill the vacancy for the unexpired portion of the term remaining.

***Section 9. Vacancies: President and Other Officers***

If the office of the President shall become vacant, the President-Elect shall thereupon become President of the Association for the unexpired term, followed by his or her duly elected term. In the event the office of President becomes vacant at a time when the office of President-Elect is also vacant, the Presidency shall be filled for the remainder of the term by the action of the Board of Directors. If any other officer position shall become vacant, the office may be filled for the remainder of the term by action of the Board.

**ARTICLE VII  
Committees**

***Section 1. Committee Formation***

The Board of Directors shall form and adopt terms of reference for such standing or special boards, committees, subcommittees, task forces, or task groups as may be required by these Bylaws or as the Board may determine necessary to carry out the affairs of the Association.

***Section 2. Committee Appointments***

Subject to the requirements of these Bylaws and the specific terms of reference adopted by the Board, the President shall make the appointments to fill the vacancies occurring in the Association's standing or special boards, committees, subcommittees, task forces, or task groups.

**ARTICLE VIII  
Official Methods of Analysis**

The Board of Directors (BoD) is empowered to develop written policies and procedures for the study, adoption, and change in status of the Official Methods of Analysis of AOAC INTERNATIONAL. Implementation of the policies and procedures shall be delegated to an Official Methods Board (OMB).

***Section 1. Composition of the Official Methods Board***

The Official Methods Board shall consist of a chair and a vice chair, and members who are recommended by the chair. The chair, vice chair and members are appointed by the President of AOAC INTERNATIONAL. The OMB shall be composed of members representing a balance of government, industry, and academia as appropriate to the scope of the group and shall not be dominated by any single interest.

***Section 2. Purpose of the Official Methods Board***

The OMB shall serve the Association in a scientific and advisory capacity on methods and the process of their adoption. The OMB shall be responsible for implementation of procedures adopted by the BoD, according to the principles in section 3 below.

***Section 3. Principles of the Official Methods Program***

- A. Adequate records of technical data, discussions, and decisions on the study, adoption, and change of status of Official Methods of Analysis shall be maintained for a reasonable time.
- B. Timely notice of proposed method studies, adoption, or change in status shall be published in an Association publication that is circulated to the members.
- C. Opportunity shall be provided for materially interested parties to submit input during method study and adoption procedures and to submit comments on the adoption, use of, or change in status of specific methods.
- D. Methods submitted to the OMB for inclusion in the OMA shall be thoroughly studied, scientifically reviewed, and available in published form prior to adoption as Final Action by the OMB.
- E. The OMB shall adopt methods as Final Action.

**ARTICLE IX  
Meetings**

***Section 1. Annual Meeting***

The annual business meeting of the Association shall be held at the time and place decided by the Board of Directors. A special meeting of the entire Association may be called by the Board of Directors; announcement thereof shall be made at least thirty (30) days prior to the time of said meeting.

***Section 2. Quorum***

One hundred Individual Members who are present in person or by proxy and entitled to vote shall constitute a quorum at any meeting of the Association which is duly called pursuant to the provisions of these Bylaws.

**ARTICLE X  
Voting**

***Section 1. Voting by Ballot***

By direction of the Board of Directors, unless otherwise required by these Bylaws or conducted under alternative procedures established under these Bylaws, voting on any matter, including the election of officers and directors, the election of Honorary Members, amendment of the Bylaws, and the approval of dues, may be conducted by ballot of the voting membership by any of the following means (whichever is deemed appropriate at the time): mail, telephone call, telegram, cablegram, electronic mail or other means of electronic or telephonic transmission, and the question(s) thus presented shall be determined according to the votes received, provided in each case votes of at least five (5) percent of the voting membership shall be received. Any and all action taken in pursuance of a vote by any of the means indicated above (whichever the Board deemed appropriate at the time)

in each case shall be binding upon the Association in the same manner as would be action taken at a duly called meeting and shall become effective, unless otherwise provided for in these Bylaws or otherwise stated in the ballot, on the day following certification of the vote.

***Section 2. Voting by Proxy***

At any duly called meeting of Individual Members, a member-of-record, as determined thirty (30) days prior to any meeting and who is entitled to vote, may vote by proxy executed in writing by the Individual Member or his or her duly authorized attorney-in-fact. No proxy shall be valid for more than eleven (11) months after the date of its execution unless otherwise provided in the proxy.

**ARTICLE XI  
Earnings and Assets**

***Section 1. Non-Profit Status***

A. Regardless of any provision of the Bylaws which may be construed otherwise:

[1] No part of the net earnings of the Association shall under any circumstances inure to the benefit of any member or individual.

[2] The Association shall not be operated for a private profit.

B. On lawful dissolution of the Association and after settlement of all just obligations of the Association, the Board of Directors shall distribute all remaining assets of the Association to one (1) or more organizations selected by the Board of Directors which have been held exempt from Federal Income Tax as organizations described in section 501(c)(3) of the Internal Revenue Code of 1954.

***Section 2. Political Activities***

A. No substantial part of the Association's activities shall consist of carrying on propaganda or otherwise attempting to influence local, state, or national legislation. All activities of the Association shall be determined by the Board of Directors.

B. The Association shall not participate or intervene in any manner in any campaign on behalf of any candidate for a political office.

**ARTICLE XII  
Sections**

***Section 1. Sections***

The Board of Directors shall set geographic limits and grant authority to groups of Individual Members of the Association residing or working in the same geographical areas for the establishment of Sections.

***Section 2. Purpose of Sections***

The purpose of Sections shall be to promote and further the purpose of the Association.

***Section 3. Membership in Sections***

Individuals interested in the purpose of the Section shall be eligible for Section membership. Only Individual Members of the Association shall be eligible for election to the Executive Committee of the Section.

*Section 4. Bylaws of Sections*

Subject to approval of the Board of Directors, each Section shall adopt, for its own governance, bylaws not inconsistent with these Bylaws.

*Section 5. Dissolution of Sections*

When any Section shall cease to function as a Section for a period of more than one year, or if its membership shall be less than ten (10) Individual Members of the Association for a period of one (1) year, the Board of Directors may terminate the existence of such Section.

*Section 6. Actions of Sections*

No act of a Section or its members shall be considered an act of the Association unless expressly authorized, ratified, or affirmed by the Board of Directors.

**ARTICLE XIII  
Technical Divisions**

*Section 1. Purpose*

Technical Divisions shall represent communities of interest within the Association which have the purpose of furthering the purpose of the Association through the development of the analytical sciences either in a commodity-based or scientific discipline-based field. Their activities shall not duplicate the organizational structure nor conflict with the policies or procedures for the adoption of official methods of analysis by the Association.

*Section 2. Creation, Combination, Discontinuance, or Change*

Technical Divisions may be created, existing Technical Divisions may be combined or discontinued, or the name of a Technical Division may be changed under policies and procedures adopted by the Board of Directors. Each Technical Division shall adopt bylaws not inconsistent with these Bylaws. The jurisdiction of each Technical Division shall be described in its bylaws. No act of any Technical Division or its members shall be considered an act of the Association unless expressly authorized, ratified, or affirmed by the Board of Directors.

**ARTICLE XIV  
Indemnification**

The Association shall have the power to pay, by indemnity, reimbursement, or otherwise, to or for the use of any person designated by resolution of the Board of Directors who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative (other than an action by or on behalf of the Association), by reason of the fact he or she is or was a director, officer, committee member, employee or agent of the Association, or was serving as such for another at the request of the Association, against expenses (including legal, accounting, witness and other), judgments, fines, and amounts paid in settlement so long as such person was not found by a court of competent jurisdiction to have been willfully negligent of the interests of the Association or such person had reasonable cause to believe that his or her conduct was lawful.



**ARTICLE XV**  
**Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Association in all cases in which they are applicable and in which they are not inconsistent with these Bylaws or any special rules of order the Association may adopt.

**ARTICLE XVI**  
**Amendments to the Bylaws**

These Bylaws may be amended, repealed, or altered, in whole or in part, by a three-fourths vote: (a) of the Individual Members at any annual business or duly called special meeting of the Association, provided notice of any amendment proposed for consideration shall be sent by any of the following means (whichever may be deemed appropriate at the time): mail, telephone call, telegram, cablegram, electronic mail or other means of electronic or telephonic transmission to the last recorded address or number of each Individual Member at least thirty (30) days prior to the date of the meeting; or (b) by approval of the Individual Members through ballot sent by any means indicated above in accordance with the provisions of Article X, Voting.

All proposed amendments of these Bylaws shall be presented in writing to the Board of Directors. The Board shall present the proposals to the Association membership, with recommendations. All amendments to the Bylaws, unless otherwise stated, will become effective at the adjournment of the meeting where action is taken or on the day following the certification of a vote by mail ballot.



**AOAC INTERNATIONAL**  
**POLICY ON THE USE OF THE**  
**ASSOCIATION NAME, INITIALS,**  
**IDENTIFYING INSIGNIA, LETTERHEAD, AND BUSINESS CARDS**

**Introduction**

The following policy and guidelines for the use of the name, initials, and other identifying insignia of AOAC INTERNATIONAL have been developed in order to protect the reputation, image, legal integrity and property of the Association.

The name of the Association, as stated in its bylaws, is "AOAC INTERNATIONAL". The Association is also known by its initials, AOAC, and by its logo, illustrated below, which incorporates the Association name and a representation of a microscope, book, and flask. The AOAC logo is owned by the Association and is registered with the U.S. Patent and Trademark Office.



The full Association insignia, illustrated below, is comprised of the logo and the tagline, "The Scientific Association Dedicated to Analytical Excellence," shown below. The typeface used is Largo. The AOAC tagline is owned by the Association and is registered with the U.S. Patent and Trademark office.



*The Scientific Association Dedicated to Analytical Excellence*®

### **Policy**

Policy on the use of the Association's name and logo is established by the AOAC Board of Directors as follows:

“The Board approves and encourages reference to the Association by name, either as AOAC INTERNATIONAL or as AOAC; or reference to our registered trademark, AOAC®, in appropriate settings to describe our programs, products, etc., in scientific literature and other instances so long as the reference is fair, accurate, complete and truthful and does not indicate or imply unauthorized endorsement of any kind.

The insignia (logo) of AOAC INTERNATIONAL is a registered trade and service mark and shall not be reproduced or used by any person or organization other than the Association, its elected and appointed officers, sections, or committees, without the prior written permission of the Association. Those authorized to use the AOAC INTERNATIONAL insignia shall use it only for the purposes for which permission has been specifically granted.

The name and insignia of the Association shall not be used by any person or organization in any way which indicates, tends to indicate, or implies AOAC official endorsement of any product, service, program, company, organization, event or person, endorsement of which, has not been authorized by the Association, or which suggests that membership in the Association is available to any organization.”

The Executive Director, in accordance with the above stated policy, is authorized to process, approve, fix rules, and make available materials containing the Association name and insignia.

It should be noted that neither the Association's name nor its insignia nor part of its insignia may be incorporated into any personal, company, organization, or any other stationery other than that of the Association; nor may any statement be included in the printed portion of such stationery which states or implies that an individual, company, or other organization is a Member of the Association.

### **Instructions**

1. Reproduction or use of the Association name or insignia requires prior approval by the Executive Director or his designate.
2. Association insignia should not be altered in any manner without approval of the Executive Director or his designate, except to be enlarged or reduced in their entirety.
3. Artwork for reproducing the Association name or insignia, including those incorporating approved alterations, will be provided on request to those authorized to use them (make such requests to the AOAC Marketing Department). Examples of the types of alterations that would be approved are inclusion of a section name in or the addition of an officer's name and address to the letterhead insignia.

4. When the Association name is used without other text as a heading, it should, when possible, be set in the Largo typeface.
5. Although other colors may be used, AOAC blue, PMS 287, is the preferred color when printing the AOAC insignia, especially in formal and official documents. It is, of course, often necessary and acceptable to reproduce the insignia in black.
6. Do not print one part of the logo or insignia in one color and other parts in another color.
7. The letterhead of AOAC INTERNATIONAL shall not be used by any person or organization other than the Association, its elected and appointed officers, staff, sections, or committees; except by special permission.

Correspondence of AOAC official business should be conducted using AOAC letterhead. However, those authorized to use AOAC letterhead shall use it for official AOAC business only.

Copies of all correspondence using AOAC letterhead or conducting AOAC official business, whether on AOAC letterhead or not, must be sent to the appropriate office at AOAC headquarters.

8. AOAC INTERNATIONAL business cards shall not be used by any person or organization other than the Association, its staff, and elected officials, except by special permission.

Those authorized to use AOAC business cards shall use them for official AOAC business only and shall not represent themselves as having authority to bind the Association beyond that authorized.

#### Sanctions

1. Upon learning of any violation of the above policy, the Executive Director or a designate will notify the individual or organization that they are in violation of AOAC policy and will ask them to refrain from further misuse of the AOAC name or insignia.
2. If the misuse is by an Individual Member or Sustaining Member of the Association, and the misuse continues after notification, the Board of Directors will take appropriate action.
3. If continued misuse is by a nonmember of the Association or if a member continues misuse in spite of notification and Board action, ultimately, the Association will take legal action to protect its property, legal integrity, reputation, and image.

\* \* \* \* \*

**AOAC INTERNATIONAL**  
**ANTITRUST POLICY**  
**STATEMENT AND GUIDELINES**

**Introduction**

It is the policy of AOAC INTERNATIONAL (AOAC) and its members to comply strictly with all laws applicable to AOAC activities. Because AOAC activities frequently involve cooperative undertakings and meetings where competitors may be present, it is important to emphasize the on-going commitment of our members and the Association to full compliance with national and other antitrust laws. This statement is a reminder of that commitment and should be used as a general guide for AOAC and related individual activities and meetings.

**Responsibility for Antitrust Compliance**

The Association's structure is fashioned and its programs are carried out in conformance with antitrust standards. However, an equal responsibility for antitrust compliance \_\_ which includes avoidance of even an appearance of improper activity \_\_ belongs to the individual. Even the appearance of improper activity must be avoided because the courts have taken the position that actual proof of misconduct is not required under the law. All that is required is whether misconduct can be inferred from the individual's activities.

Employers and AOAC depend on individual good judgment to avoid all discussions and activities which may involve improper subject matter and improper procedures. AOAC staff members work conscientiously to avoid subject matter or discussion which may have unintended implications, and counsel for the Association can provide guidance with regard to these matters. It is important for the individual to realize, however, that the competitive significance of a particular conduct or communication probably is evident only to the individual who is directly involved in such matters.

**Antitrust Guidelines**

In general, the U.S. antitrust laws seek to preserve a free, competitive economy and trade in the United States and in commerce with foreign countries. Laws in other countries have similar objectives. Competitors (including individuals) may not restrain competition among themselves with reference to the price, quality, or distribution of their products, and they may not act in concert to restrict the competitive capabilities or opportunities of competitors, suppliers, or customers.

Although the Justice Department and Federal Trade Commission generally enforce the U.S. antitrust laws, private parties can bring their own lawsuits.

Penalties for violating the U.S. and other antitrust laws are severe: corporations are subject to heavy fines and injunctive decrees, and may have to pay substantial damage judgments to injured competitors, suppliers, or customers. Individuals are subject to criminal prosecution, and will be punished by fines and imprisonment.

Under current U.S. federal sentencing guidelines, individuals found guilty of bid rigging, price fixing, or market allocation must be sent to jail for at least 4 to 10 months and must pay substantial minimum fines.

Since the individual has an important responsibility in ensuring antitrust compliance in AOAC activities, everyone should read and heed the following guidelines.

1. Don't make any effort to bring about or prevent the standardization of any method or product for the purpose or intent of preventing the manufacture or sale of any method or product not conforming to a specified standard.
2. Don't discuss with competitors your own or the competitors' prices, or anything that might affect prices such as costs, discounts, terms of sale, distribution, volume of production, profit margins, territories, or customers.
3. Don't make announcements or statements at AOAC functions, outside leased exhibit space, about your own prices or those of competitors.
4. Don't disclose to others at meetings or otherwise any competitively sensitive information.
5. Don't attempt to use the Association to restrict the economic activities of any firm or any individual.
6. Don't stay at a meeting where any such price or anti\_competitive talk occurs.
7. Do conduct all AOAC business meetings in accordance with AOAC rules. These rules require that an AOAC staff member be present or available, the meeting be conducted by a knowledgeable chair, the agenda be followed, and minutes be kept.
8. Do confer with counsel before raising any topic or making any statement with competitive ramifications.
9. Do send copies of meeting minutes and all AOAC\_related correspondence to the staff member involved in the activity.
10. Do alert the AOAC staff to any inaccuracies in proposed or existing methods and statements issued, or to be issued, by AOAC and to any conduct not in conformance with these guidelines.

### **Conclusion**

Compliance with these guidelines involves not only avoidance of antitrust violations, but avoidance of any behavior which might be so construed. Bear in mind, however, that the above antitrust laws are stated in general terms, and that this statement is not a summary of applicable laws. It is intended only to highlight and emphasize the principal antitrust standards which are relevant to AOAC programs. You must, therefore, seek the guidance of either AOAC counsel or your own counsel if antitrust questions arise.

\* \* \* \* \*

Adopted by the AOAC Board of Directors: September 24, 1989  
Revised: March 11, 1991  
Revised October 1996





*The Scientific Association Dedicated to Analytical Excellence®*

**AOAC INTERNATIONAL**  
**POLICY AND PROCEDURES ON**  
**VOLUNTEER CONFLICT OF INTEREST**

**Statement of Policy**

While it is not the intention of AOAC INTERNATIONAL (AOAC) to restrict the personal, professional, or proprietary activities of AOAC members nor to preclude or restrict participation in Association affairs solely by reason of such activities, it is the sense of AOAC that conflicts of interest or even the appearance of conflicts of interest on the part of AOAC volunteers should be avoided. Where this is not possible or practical under the circumstances, there shall be written disclosure by the volunteers of actual or potential conflicts of interest in order to ensure the credibility and integrity of AOAC. Such written disclosure shall be made to any individual or group within the Association which is reviewing a recommendation which the volunteer had a part in formulating and in which the volunteer has a material interest causing an actual or potential conflict of interest.

AOAC requires disclosure of actual or potential conflicts of interest as a condition of active participation in the business of the Association. The burden of disclosure of conflicts of interest or the appearance of conflicts of interest falls upon the volunteer.

A disclosed conflict of interest will not in itself bar an AOAC member from participation in Association activities, but a three-fourths majority of the AOAC group reviewing the issue presenting the conflict must concur by secret ballot that the volunteer's continued participation is necessary and will not unreasonably jeopardize the integrity of the decision-making process.

Employees of AOAC are governed by the provision of the AOAC policy on conflict of interest by staff. If that policy is in disagreement with or mute on matters covered by this policy, the provisions of this policy shall prevail and apply to staff as well.

**Illustrations of Conflicts of Interest**

1. A volunteer who is serving as a committee member or referee engaged in the evaluation of a method or device; who is also an employee of or receiving a fee from the firm which is manufacturing or distributing the method or device or is an employee of or receiving a fee from a competing firm.
2. A volunteer who is requested to evaluate a proposed method or a related collaborative study in which data are presented that appear detrimental (or favorable) to a product distributed or a position supported by the volunteer's employer.
3. A referee who is conducting a study and evaluating the results of an instrument, a kit, or a piece of equipment which will be provided gratis by the manufacturer or distributor to one or more of the participating laboratories, including his or her own laboratory, at the conclusion of the study.

4. Sponsorship of a collaborative study by an interest (which may include the referee) which stands to profit from the results; such sponsorship usually involving the privilege granted by the investigator to permit the sponsor to review and comment upon the results prior to AOAC evaluation.
5. A volunteer asked to review a manuscript submitted for publication when the manuscript contains information which is critical of a proprietary or other interest of the reviewer.

The foregoing are intended as illustrative and should not be interpreted to be all-inclusive examples of conflicts of interest AOAC volunteers may find themselves involved in.

### **Do's and Don'ts**

Do avoid the appearance as well as the fact of a conflict of interest.

Do make written disclosure of any material interest which may constitute a conflict of interest or the appearance of a conflict of interest.

Do not accept payment or gifts for services rendered as a volunteer of the Association without disclosing such payment or gifts.

Do not vote on any issue before an AOAC decision-making body where you have the appearance of or an actual conflict of interest regarding the recommendation or decision before that body.

Do not participate in an AOAC decision-making body without written disclosure of actual or potential conflicts of interest in the issues before that body.

Do not accept a position of responsibility as an AOAC volunteer, without disclosure, where the discharge of the accepted responsibility will be or may appear to be influenced by proprietary or other conflicting interests.

### **Procedures**

Each volunteer elected or appointed to an AOAC position of responsibility shall be sent, at the time of election or appointment, a copy of this policy and shall be advised of the requirement to adhere to the provisions herein as a condition for active participation in the business of the Association. Each volunteer, at the time of his or her election or appointment, shall indicate, in writing, on a form provided for this purpose by AOAC, that he or she has read and accepts this policy.

Each year, at the spring meeting of the AOAC Board of Directors, the Executive Director shall submit a report certifying the requirements of this policy have been met; including the names and positions of any elected or appointed volunteers who have not at that time indicated in writing that they have accepted the policy.

Anyone with knowledge of specific instances in which the provisions of this policy have not been complied with shall report these instances to the Board of Directors, via the Office of the Executive Director, as soon as discovered.

\* \* \* \* \*

Adopted: March 2, 1989  
Revised: March 28, 1990  
Revised: October 1996



*The Scientific Association Dedicated to Analytical Excellence®*

## **AOAC INTERNATIONAL**

### **TERMS OF REFERENCE**

#### **I. NAME:**

OFFICIAL METHODS BOARD (OMB)

#### **II. MISSION:**

*To serve the Association in a scientific and advisory capacity on standards and methods with ethical, timely, open and independent scientific oversight for the implementation of standards development and conformity assessment policies and procedures of AOAC INTERNATIONAL.*

#### **III. RESPONSIBILITIES:**

To provide ethical, timely, open and independent scientific oversight for the policies and procedures of AOAC INTERNATIONAL.

To approve “Final Action” status for First Action Methods (new and revised) following a proactive review;

To repeal methods, if necessary, in accordance with established policies and procedures;

To participate in addressing appeals and requests for action or guidance, and in resolving disputes;

To endorse and monitor all voluntary consensus panels for appropriate representation and balance of stakeholders’ perspectives;

To endorse and monitor all volunteer subject matter experts for volunteer conformity assessment activities;

To adopt and monitor scientific and technical guidance and references;

To acknowledge outstanding scientific and technical volunteer activity and achievement within AOAC;

To actively participate in AOAC standards development activities and maintain and communicate explicit knowledge of AOAC standards development and conformity assessment;

#### **IV. COMPOSITION AND ORGANIZATION:**

*OMB consensus on January 29, 2013*

*AOAC INTERNATIONAL Board of Directors: Approval on April 26, 2013*

*OMB consensus on August 8, 2013*

*AOAC INTERNATIONAL Board of Directors Approval on August 25, 2013*

The Official Methods Board shall consist of up to 13 voting members including a Chair, a Vice-chair, the Chair of the Committee on Safety and the Chair of the Committee on Statistics. The Committee on Safety and the Committee on Statistics may contain co-chairs. The co-chairs for these committees represent one vote on the OMB. Members of the OMB may serve in multiple volunteer roles for the benefit of the Association. The Chair of the Official Methods Board shall have previously served as a member of the Official Methods Board. The Chair, Vice-chair, and members of the Official Methods Board including the chairs of standing committees shall be appointed for a term of three years. A member of the OMB may be reappointed upon the recommendation of the Chair of the Official Methods Board with a maximum term of service of six (6) years. Exceptions may be made at the discretion of the President. The Chair of the Official Methods Board is eligible to serve an additional post chair term of up to three (3) years as an *ex-officio* member. Members of the Official Methods Board must be members of AOAC.

All members of the Official Methods Board are recommended by the Chair and appointed by the President. All Official Methods Board members serve at the pleasure of the President.

The Official Methods Board represents the membership of AOAC INTERNATIONAL. It shall be composed of members representing a balance of scientific expertise, government, industry, and academia as appropriate to the scope of the Board. Every effort should be made to include international representation on the Board.

Additional working groups, task forces, and other appropriate subgroups shall be appointed as needs arise by the Chair of the Official Methods Board.

**V. STAFF LIAISON:**

The Executive Director shall assign a member of the staff to serve as staff liaison.

**VI. REVIEW SCHEDULE:**

Every three years.

**VII. DATE ESTABLISHED:**

Renamed in 1981

**VIII. DATES REVIEWED**

01/08,

**IX. DATES REVISED:**

9/89; 5/90; 1/91; 8/06;  
02/07; 07/07; 2/08; 4/13; 8/13



## OFFICIAL METHODS BOARD TELECONFERENCE

Friday, May 29, 2015

11:00 PM – 12:30 PM ET

### DRAFT MEETING AGENDA

- 
- I. **PRELIMINARY ITEMS** (*Roman*)
    - a. Call to Order /Introductions/Announcements
    - b. Review of Policy Documents/Terms of Reference
    - c. Review of Draft Agenda\*
  
  - II. **REVIEW OF OFFICIAL METHODS PROGRAM AWARDS NOMINATIONS\***
    - a. Award in Recognition of Technical and Scientific Excellence
    - b. Expert Review Panel of the Year
    - c. Technical Service Award
    - d. Method of the Year
  
  - III. **UPDATES**
    - a. AOAC ERP Reviews (*McKenzie*)
  
  - IV. **ADJOURNMENT**

AOAC BOARD OF  
DIRECTORS MEETING  
Rockville, MD  
Mar. 16, 2015  
Jun. 11-12, 2015

AOAC ERP FOR  
SPIFAN NUTRIENT  
METHODS  
Teleconference  
Rockville, MD  
Summer 2015

AOAC ERP FOR SPDS  
INGREDIENT  
METHODS FOR  
CHONDROITIN,  
ANTHOCYANINS,  
PDE5  
Rockville, MD  
Summer 2015

AOAC OFFICIAL  
METHODS BOARD  
MEETING  
Rockville, MD &  
Chicago, IL  
June 25-26, 2015

AOAC ANNUAL  
MEETING  
Los Angeles, CA  
Sept. 27 – 30, 2015

---

\* Items that require or may require a vote



# ***OFFICIAL METHODS<sup>SM</sup> PROGRAM AWARDS***

## **Contents**

### **Team Awards:**

Award in Recognition of Technical and Scientific Excellence

Expert Review Panel of the Year

### **Individual Achievement Awards:**

Technical Service Award

Method of the Year

## **AWARD IN RECOGNITION OF TECHNICAL AND SCIENTIFIC EXCELLENCE**

### **Selection Criteria**

The purpose of this award is for the Official Methods Board (OMB) to recognize a team, stakeholder panel or working group that has published a major document or other body of work that demonstrates a unique or particularly noteworthy level of technical and scientific expertise.

The minimum criteria for selection are:

- a. The body of work includes major initiatives or technical guidelines accepted, completed or published within the last three years.
- b. The team has been instrumental in developing or modifying technical guidelines or method validation processes.
- c. The team product demonstrates significant merit as to the scope of the project, the involvement of a diverse and/or international group of stakeholders or an innovative approach to difficult analytical challenges.
- d. The award recognizes teamwork that enhances the reputation of the Association and fosters the mission of AOAC INTERNATIONAL.

### **Selection Process:**

- a. The chair of the OMB solicits the OMB members for nominees.
- b. Written recommendations and supporting information will be submitted to the OMB chair. The information will be distributed to the members of the OMB.
- c. The OMB selects the recipient of this award. The winner is selected by a 2/3 vote. If necessary, the OMB chair may cast the tie-breaking vote.

### **Award**

An appropriate letter of appreciation and thanks will be sent to the recipient(s) of this award. The winner will be announced at the appropriate session of the AOAC INTERNATIONAL annual meeting, with presentation of an award. All members participating in the winning team will be acknowledged at the annual meeting, receive an award and a letter of appreciation. The name of the winner, with supporting story, will be carried in the announcement in the *ILM*.



## **EXPERT REVIEW PANEL OF THE YEAR**

### **Selection Criteria**

The minimum criteria for selection are:

- a. The expert review panel must have completed a significant milestone (e.g. First Action Method, Final Action Method, method modification) within the last three years.
- b. Generally, some unique or particularly noteworthy aspect of the ERP's work is highlighted as making the ERP worthy of the award, such as innovative technology or application, breadth of applicability, critical need, difficult analysis, or timeliness.
- c. The panel report demonstrates significant merit as to the scope of the project, the involvement of a diverse and/or international group of recognized experts or an innovative approach to difficult analytical challenge.

### **Selection Process:**

- a. AOAC staff lists all eligible panels for consideration and forwards that list along with the ERP report to the Chair of the Official Methods Board (OMB).
- b. The OMB Chair forwards the list along with any supporting information to the OMB.
- c. The OMB selects the Expert Review Panel of the Year. Winner is selected by a 2/3 vote. If necessary, the OMB chair may cast tie-breaking vote.

### **Award**

An appropriate letter of appreciation and thanks will be sent to the members of the winning Expert Review Panel. The winning panel will be announced at the appropriate session of the AOAC INTERNATIONAL annual meeting, with presentation of an award. All panelists participating in the winning panel will be acknowledged at the annual meeting, receive an award and a letter of appreciation. The name of the winning ERP, with supporting story, will be carried in the announcement in the *ILM*.

## **TECHNICAL SERVICE AWARD**

More than one volunteer may be selected in this category each year. In each case the area of expertise should be noted at the time of presentation of the award.

### **Selection Criteria includes:**

- a. Has demonstrated timely, competent, and continuous service in an exemplary manner to a Stakeholder Panel (SP), Expert Review Panel (ERP), Working Group (WG), Section, Community, and Committee and/or to the Official Methods Board (OMB).
- b. Has donated this service within the three years prior to nomination.
- c. Gives outstanding expert guidance and support in all technical aspects as needed and requested.

### ***Additional support for selection is exemplary performance in one or more of the areas below:***

- a. Has provided guidance on safety, statistical, technical matters, or process expertise.
- b. Has been instrumental in developing, modifying or validating a high quality method for publication in the Official Methods of Analysis.
- c. Communicates related activities through the appropriate channels, either through the panel/group/community chairs, the Committee on Statistics or Safety or through the Chief Scientific Officer or other staff designees.
- d. Contributes significantly to AOAC INTERNATIONAL over a period of years with other accomplishments related to his/her area of expertise (e.g symposium presentations, poster presentations, publications, workshops, meetings).
- e. Contributes to the development and improvement of AOAC INTERNATIONAL guidelines , OMA methods, statistics or safety programs.
- f. Helps guide AOAC in the decision-making process to make the organization a leader in the field of analytical science.

### **Selection Process**

- a. The Official Method Board (OMB) will solicit the Chairs of the Stakeholder Panels, Expert Review Panels, Working Groups, Committees, Community, and the Association membership for nominees. Recommendations based on input from anyone qualified to discuss the contribution of the nominee can be submitted.
- b. Written recommendations and supporting information must be submitted to the OMB Chair. The OMB chair will distribute the information to the members of the OMB.
- c. The OMB selects the winner(s) of the Technical Service Award by a 2/3 vote. If necessary, the OMB chair may cast tie-breaking vote.

### **Award**

An appropriate letter of appreciation and thanks will be sent to the recipient(s) of this award. The winner will be announced at the appropriate session of the AOAC INTERNATIONAL annual meeting, with presentation of an award. The recipient(s) will be acknowledged at the annual meeting, receive an award and a letter of appreciation. The name of the winner, with supporting story, will be carried in the announcement in the *ILM*.

## **METHOD OF THE YEAR**

OMB may select more than one method in this category each year.

### **Selection Criteria**

The minimum criteria for selection are:

- a. ~~The method must have been approved for first or final action manuscript must have been submitted for publication~~ within the last three years.
- a.
- b. Generally, some unique or particularly noteworthy aspect of the method is highlighted as making it worthy of the award, such as innovative technology or application, breadth of applicability, critical need, difficult analysis, and/or range of collaborators.
- c. The method demonstrates significant merit in scope or is an innovative approach to an analytical problem.

### **Selection Process:**

- a. AOAC staff lists all eligible methods for consideration and forwards that list with supporting documentation (e.g. ERP chair recommendation(s)) to the Chair of the Official Methods Board (OMB).
- b. The Chair forwards the list along with any supporting information to the members of the OMB.
- c. The OMB selects the Method of the Year. The winner is selected by 2/3 vote. If necessary, the OMB chair may cast tie-breaking vote.

### **Award**

An appropriate letter of appreciation and thanks will be sent to the author(s) of the winning method. The corresponding author will be announced at the appropriate session of the AOAC INTERNATIONAL annual meeting, with presentation of an award. All authors will be acknowledged at the annual meeting, will receive an award and a letter of appreciation. The name of the winner(s), with supporting story, will be carried in the announcement in the *ILM*.



## Delia Boyd

---

**From:** Graves, Qian [Qian.Graeves@fda.hhs.gov]  
**Sent:** Friday, May 22, 2015 11:30 AM  
**To:** Roman, Shauna; Deborah McKenzie; 'ecrowley@qlaboratories.com'; Delia Boyd  
**Subject:** Award in Recognition of Technical and Scientific Excellence (LaBudde Nomination)

Dear Shauna, Erin, Delia and Deborah,

I would like to nominate Dr. Robert LaBudde for the **Technical Advisor of the Year individual award**.

In recent years Robert has made significant contributions in advancing statistical methods to address the challenges that come along with the Alternative Path to First Action Official Methods and from First Action to the Final Action statistical guidelines and methods, examples of his contributions can be found in the following websites:

[http://www.aoac.org/imis15\\_prod/AOAC\\_Docs/NEWS/AOACStatisticalOptionsforReproducibilityv2.pdf](http://www.aoac.org/imis15_prod/AOAC_Docs/NEWS/AOACStatisticalOptionsforReproducibilityv2.pdf)

<http://lcf ltd.com/AOAC/tr311-SAIS-XXIX-horwitz.pdf>

<http://lcf ltd.com/AOAC/tr320-stat-anal-collab-petrifilm-TSA.pdf>

His contact information is as follows:

**Robert A. LaBudde**  
BS, MS, PhD, ChDipl ACAFS  
President  
Least Cost Formulations, Ltd.  
824 Timberlake Drive  
Virginia Beach, VA 23464-3239  
USA  
Tel. +1(757) 467-0954 (O)  
Fax. +1(757) 467-2947  
Email: [ral@lcf ltd.com](mailto:ral@lcf ltd.com)

Your consideration is greatly appreciated.

Best regards,

Qian

*Qian Graves*  
*Chair of AOAC Statistics Committee*  
*FDA/CFSAN*  
*5100 Paint Branch Pkwy*  
*College Park, MD 20740-3835*  
*Tel.: (240) 402-1837*  
[qian.graves@fda.hhs.gov](mailto:qian.graves@fda.hhs.gov)

---

**From:** Roman, Shauna [<mailto:Shauna.Roman@rb.com>]  
**Sent:** Monday, May 18, 2015 4:17 PM  
**To:** 'brad.stawick@microbac.com'; Deborah McKenzie; Delia Boyd; Doug Abbott ([dabbott2@bresnan.net](mailto:dabbott2@bresnan.net));

'ecrowley@qlaboratories.com'; Jo Marie Cook ([jomarie.cook@freshfromflorida.com](mailto:jomarie.cook@freshfromflorida.com)) ([jomarie.cook@freshfromflorida.com](mailto:jomarie.cook@freshfromflorida.com)); [joe.boison@inspection.gc.ca](mailto:joe.boison@inspection.gc.ca); John Szpylka (Silliker); 'pmartos@uoguelph.ca'; Graves, Qian; 'shang-jing.pan@abbott.com'; Sneh Bhandari; 'tom.phillips@maryland.gov'; Victoria Siegel ([VictoriaSiegel@eurofinsUS.com](mailto:VictoriaSiegel@eurofinsUS.com)); [Yhale@aol.com](mailto:Yhale@aol.com)  
**Subject:** Nominations Needed-Award in Recognition of Technical and Scientific Excellence

All,

Please consider if you have a nomination for the **Award in Recognition of Technical and Scientific Excellence.**

The award criteria are attached. Please forward your written recommendation and supporting information to myself, Erin Crowley, Delia and Deborah by **EOB on Friday, 5/22/15.**

Best regards,

**Shauna F. Roman**  
Ops Quality Manager – RB Salt Lake City  
Health & Personal Hygiene



RB Manufacturing LLC  
2002 South 5070 West  
Salt Lake City, UT 84104  
Tel +1 (801) 975-5132 Mobile +1 (801) 493-9071  
[www.reckittbenckiser.com](http://www.reckittbenckiser.com)

## NOTICE



Please Consider the Environment before printing this Email

This email was sent from within RB plc the trading name of Reckitt Benckiser Group plc group of companies (<http://www.reccol.com>) This email (and any attachments or hyperlinks within it) may contain information that is confidential, legally privileged or otherwise protected from disclosure. If you are not the intended recipient of this email, you are not entitled to use, disclose, distribute, copy, print, disseminate or rely on this email in any way. If you have received this email in error, please notify the sender immediately by telephone or email and destroy it, and all copies of it. We have taken steps to ensure that this email (and any attachments) are free from computer viruses and the like. However, it is the recipient's responsibility to ensure that it is actually virus free. Any emails that you send to us may be monitored for the purposes of ascertaining whether the communication complies with the law and our policies.

## Delia Boyd

---

**From:** Roman, Shauna [Shauna.Roman@rb.com]  
**Sent:** Thursday, May 21, 2015 4:46 PM  
**To:** Cook, Jo Marie  
**Cc:** Delia Boyd; Deborah McKenzie  
**Subject:** Award in Recognition of Technical and Scientific Excellence (Thiex Nomination)

---

**From:** Cook, Jo Marie [<mailto:JoMarie.Cook@freshfromflorida.com>]  
**Sent:** Thursday, May 21, 2015 2:17 PM  
**To:** Roman, Shauna  
**Cc:** Yvonne  
**Subject:** Award Recommendation - RECOGNITION OF TECHNICAL AND SCIENTIFIC EXCELLENCE

I would like to nominate Nancy Thiex for her work on Sampling. While developing a guideline for sampling of foods and feeds to facilitate data sharing between food and feed regulatory laboratories, she recognized the need to introduce the concepts of Pierre Gy's "Theory of Sampling" (TOS) to the regulatory and food industry communities. Under her guidance, she is not only leading a working group to write a sampling guideline, but she brought together the major international statisticians working with TOS to publish a series of 13 journal articles in *J. AOAC*. These articles, which were coordinated to introduce key concepts of TOS and their importance in food and feed samples, will be vitally important to the implementation of an integrated national food safety system. Her working group was able to consolidate terminology and introduce new terms such as the "decision unit" and "sample quality criteria" which move the concepts of TOS into the realm of practical application for a much wider audience. This is truly cutting edge information. While these papers were authored by several different scientists, her leadership, vision and perseverance made it happen. She was even able to have them published as open source and available for free to everyone.

Esbensen, K.H. and Paoletti, C. and Thiex, N, *Representative Sampling for Food and Feed Materials: A Critical Need for Food/Feed Safety* (2015) *J. AOAC Int.* **98**, 229–251. [http://dx.doi.org/10.5740/jaoacint.SGE\\_Esbensen\\_intro](http://dx.doi.org/10.5740/jaoacint.SGE_Esbensen_intro)

Kuiper, H. and Paoletti, C., *Food and Feed Safety Assessment: The Importance of Proper Sampling* (2015) *J. AOAC Int.* **98**, 252–258. <http://dx.doi.org/10.5740/jaoacint.15-007>

Thiex, N, Esbensen, K.H. and Paoletti, C., *Towards a Unified Sampling Terminology: Clarifying Misperceptions* (2015) *J. AOAC Int.* **98**, 259–263. <http://dx.doi.org/10.5740/jaoacint.14-290>

Ramsey, C., & Wagner, C., *A Systematic Approach to Representative Sampling* (2015) *J. AOAC Int.* **98**, 264. <http://dx.doi.org/10.5740/jaoacint.14-239>

Ramsey, C., & Wagner, C., *Sample Quality Criteria* (2015) *J. AOAC Int.* **98**, 265–268. <http://dx.doi.org/10.5740/jaoacint.14-247>

Esbensen, K.H., *Materials Properties: Heterogeneity and Appropriate Sampling Modes* (2015) *J. AOAC Int.* **98**, 269–274. <http://dx.doi.org/10.5740/jaoacint.14-234>

Wagner, C., & Esbensen, K.H., *Theory of Sampling—Four Critical Success Factors Before Analysis* (2015) *J. AOAC Int.* **98**, 275–281. <http://dx.doi.org/10.5740/jaoacint.14-236>

Esbensen, K.H., & Ramsey, C., *Quality Control of Sampling Processes—A First Foray; From Field to Test Portion* (2015) *J. AOAC Int.* **98**, 282–287. <http://dx.doi.org/10.5740/jaoacint.14-288>

Ramsey, C., *Considerations for Inference to Decision Units* (2015) *J. AOAC Int.* **98**, 288–294. <http://dx.doi.org/10.5740/jaoacint.14-292>

Paoletti, C., and Esbensen, K.H., *Distributional Assumptions in Agricultural Commodities— Development of Fit-for-Decision Sampling Protocols*, (2015) *J. AOAC Int.* **98**, 295–300. <http://dx.doi.org/10.5740/jaoacint.14-250>

Wagner, C., *Critical Practicalities in Sampling For Mycotoxins in Feed* (2015) *J. AOAC Int.* **98**, 301–308. <http://dx.doi.org/10.5740/jaoacint.14-235>

Ramsey, C., *Considerations for Sampling Contaminants in Agricultural Soils* (2015) *J. AOAC Int.* **98**, 309–315. <http://dx.doi.org/10.5740/jaoacint.14-268>

Ramsey, C., *Considerations for Sampling of Water* (2015) *J. AOAC Int.* **98**, 316–320. <http://dx.doi.org/10.5740/jaoacint.14-251>

## **AWARD IN RECOGNITION OF TECHNICAL AND SCIENTIFIC EXCELLENCE**

### **Selection Criteria**

The purpose of this award is for the Official Methods Board (OMB) to recognize a team, stakeholder panel or working group that has published a major document or other body of work that demonstrates a unique or particularly noteworthy level of technical and scientific expertise.

The minimum criteria for selection are:

- a. The body of work includes major initiatives or technical guidelines accepted, completed or published within the last three years.
- b. The team has been instrumental in developing or modifying technical guidelines or method validation processes.
- c. The team product demonstrates significant merit as to the scope of the project, the involvement of a diverse and/or international group of stakeholders or an innovative approach to difficult analytical challenges.
- d. The award recognizes teamwork that enhances the reputation of the Association and fosters the mission of AOAC INTERNATIONAL.

### **Jo Marie Cook**

Bureau Chief  
Division of Food Safety  
Florida Department of Agriculture and Consumer Services

(850) 617-7505  
(850) 922-9110 Fax  
(850) 251-4645 Cell  
[JoMarie.Cook@FreshFromFlorida.com](mailto:JoMarie.Cook@FreshFromFlorida.com)

The Conner Complex  
3125 Conner Boulevard, Lab#3  
Tallahassee, Florida 32399-1650

[www.FreshFromFlorida.com](http://www.FreshFromFlorida.com)

Please note that Florida has a broad public records law (Chapter 119, Florida Statutes). Most written communications to or from state employees are public records obtainable by the public upon request. Emails sent to me at this email address may be considered public and will only be withheld from disclosure if deemed confidential pursuant to the laws of the State of Florida.

## **NOTICE**



Please Consider the Environment before printing this Email

This email was sent from within RB plc the trading name of Reckitt Benckiser Group plc group of companies (<http://www.reccol.com>) This email (and any attachments or hyperlinks within it) may contain information that is



confidential, legally privileged or otherwise protected from disclosure. If you are not the intended recipient of this email, you are not entitled to use, disclose, distribute, copy, print, disseminate or rely on this email in any way. If you have received this email in error, please notify the sender immediately by telephone or email and destroy it, and all copies of it. We have taken steps to ensure that this email (and any attachments) are free from computer viruses and the like. However, it is the recipient's responsibility to ensure that it is actually virus free. Any emails that you send to us may be monitored for the purposes of ascertaining whether the communication complies with the law and our policies.





**AOAC INTERNATIONAL**  
**Official Methods Board (OMB)**  
**2015 AOAC OMA Program Awards**  
**(TECHNICAL SERVICE AWARD)**

|                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Submitter's Name                                                                                  | Jo Marie Cook                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Organization                                                                                      | Florida Department of Agriculture and Consumer Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| E-mail Address                                                                                    | jomarie.cook@freshfromflorida.com                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Nominee First & Last Name                                                                         | Cory Murphy & Michelle Briscoe                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Organization                                                                                      | Canadian Food Inspection Agency & Brooks Rand Labs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Address                                                                                           | also michelle@brooksrands.com                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| E-mail Address                                                                                    | cory.murphy@inspection.gc.ca                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| A. Nominee has demonstrated timely, competent, and continuous service in an exemplary manner      | Cory Murphy and Michele Briscoe are co-chairs of the Metals Sub Group of the Chemical Contaminants and Residues in Food Community. In the last three years, under their leadership, they have built this community from less than 20 scientists to over 100. They have brought together a valuable group of metals scientists who are actively working with the SPSFAM and SPIFAN stakeholders to develop SMPRs and identify best methods that can be recommended for 1st and Final Action. They provide the forum and communication needed to bring these diverse group of people to the table to provide AOAC with new and important standards. Their subgroup has become an essential networking resource for many scientists due to their leadership. Their meeting is a must attend event. They are truly making a difference.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| B. Has donated this service within the three years prior to nomination                            | Cory and Michelle, along with many other subgroup members have been actively involved in the SPSFAM and Heavy Metals Working Group (Stakeholder Panel on Strategic Food Analytical Methods) which has developed a fitness for purpose statement "Methods for the determination of the major toxic chemical species present in selected food and beverage matrices of any of the following elements: Arsenic, Mercury, Chromium" Arsenic speciation will be the first target Standard Method Performance Requirement (SMPR) to be developed. They are also members of the Heavy Metals Expert Review Panel (ERP) which has proposed a method for First Action to meet the AOAC SMPR 2012.007 Standard Method Performance Requirements for Heavy Metals in a Variety of Foods Such as Rice and/or Rice Products, Chocolate Products, Fruit Juice and/or Fruit Concentrates, and Infant Formula                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| C. Gives outstanding expert guidance and support in all technical aspects as needed and requested | Despite the late hour of their subgroup meeting, Cory and Michelle have been able to conduct a full technical session with speakers on topics of such important interest to metals scientists that they are willing to stay will 8 pm on Tuesday evening to share information including: 1. Update on Current FDA Activities Related to Metals in Food 1. overview of USFDA-CIFSAN activities:as Bill Mindak could not attend the meeting this year. According to Bill Mindak, USFDA is working on multiple areas such as: b) Working on new ICP-MS method for iodine in food. c) Purchased laser ablation system for spatial mapping of elements. d) Still a need to work on speciated arsenic methods for foods including seafood. e) Installed new 8800 QQQ ICP-MS. 2. Update on Current Canadian Activities Related to Metals in Food including: a) Survey for speciated arsenic in food that has been ongoing since 2009 and listed several matrices that have been tested. b) Validation of a method for methyl Hg in seafood. c) Validation of a method for speciated antimony in water. d) Total arsenic in geoducks was tested in some samples from the West Coast of Canada in response to China closing the border to US harvested geoducks. e) Working on a method for speciated arsenic in seafood. f) Starting to explore nanoparticles in food and how the Lab could test samples in the future if required. g) Installed new 8800 QQQ ICP-MS. 3. Update on Current European Union Activities Related to Metal in Food Jens Sloth provided an overview of activities related to metals testing in food and feed including: a) Projects related to inorganic arsenic in marine feed, animal feedstuffs, and foods of plant and animal origin. b) Methyl Hg by GC-ID-ICPMS c) Iodine in animal feedstuffs by ICP-MS. d) Multi-element methods by ICP-MS in animal feed. e) Criteria approach standard for metals in feed. 7. Summary of 2nd Annual International Arsenic Speciation Interlaboratory Comparison Study Michelle Briscoe provided a quick overview of 2013 International Intercomparison Study for Arsenic Speciation in Food and Juice. Michelle also gave the group some updates on the 2nd study. All participants were registered in July, 2014. There were 31 participants from 10 countries. Samples included tuna, cocoa powder, bivalve shellfish, white rice powder, and seaweed snack. |



**AOAC INTERNATIONAL**  
**Official Methods Board (OMB)**  
**2015 AOAC OMA Program Awards**  
**(TECHNICAL SERVICE AWARD)**

|                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Submitter's Name                                                                                  | Katerina Mastovska                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Organization                                                                                      | Covance Laboratories                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| E-mail Address                                                                                    | katerina.mastovska@covance.com                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Nominee First & Last Name                                                                         | Cory Murphy and Michelle Briscoe                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Organization                                                                                      | Canadian Food Inspection Agency; Brooks Rand Labs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| E-mail Address                                                                                    | Cory Murphy, Canadian Food Inspection Agency (cory.murphy@inspection.gc.ca); Michelle Briscoe, Brooks Rand Labs (michelle@brooksrand.com)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| A. Nominee has demonstrated timely, competent, and continuous service in an exemplary manner      | Cory Murphy and Michelle Briscoe have provided outstanding and continuous service to the AOAC Chemical Contaminant and Residues in Food Community as co-chairs of the Metal Subgroup. They have played an essential role in getting the metal community together, participating and encouraging others to participate in metal-related ERPs and working groups, organizing symposia and educating the community by bringing experts to the meetings and organizing events, such as the recent webinar for community members. Their service to the community and AOAC has been truly exemplary.                                                                           |
| B. Has donated this service within the three years prior to nomination                            | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| C. Gives outstanding expert guidance and support in all technical aspects as needed and requested | Cory Murphy and Michelle Briscoe provided their technical expertise in AOAC ERPs and working groups. They served as technical leaders in many metal-related activities at the AOAC. They managed to energize the community members by facilitating very effective information exchange, sharing their expert knowledge and bringing other experts to the meetings. As co-chairs of one of the community subgroup, Cory Murphy and Michelle Briscoe effectively collaborated with community co-chairs and provided timely information about future and past meetings and other activities, which were communicated through appropriate channels to the community members. |

| SINGLE LAB VALIDATION |                  |                    |                         |                                                                                                                                                                                                                                     |                                                                                                             |                                                                                               |
|-----------------------|------------------|--------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| To Be Reviewed        | Primary Reviewer | Secondary Reviewer | AOAC #                  | Manuscript/Method Title                                                                                                                                                                                                             | Author(s)                                                                                                   | References/Citations                                                                          |
|                       |                  |                    | <a href="#">2014.01</a> | Evaluation of the 3M™ Petrifilm™ Salmonella Express System for the Detection of Salmonella Species in Selected Foods: Collaborative Study                                                                                           | Bird, Patrick; Flannery, Jonathan; Crowley, Erin; Agin, James; Goins, David; Jechorek, Robert               | Journal of AOAC International, Volume 97, Number 6, November-December 2014, pp. 1563-1575(13) |
|                       |                  |                    | <a href="#">2014.02</a> | Improved First Action 2011.08 for the Analysis of Vitamin B12 in Infant 2014.02 Formula and Adult/Pediatric Formulas: First Action 2014.02                                                                                          | Giménez, Esther Campos                                                                                      | Journal of AOAC International, Volume 97, Number 5, September-October 2014, pp. 1397-1402(6)  |
|                       |                  |                    | <a href="#">2014.03</a> | Gluten in Rice Flour and Baked Rice Products by G12 Sandwich ELISA: First Action 2014.03                                                                                                                                            | Halbmayr-Jech, Elisabeth; Rogers, Adrian; Don, Clyde; Prinster, Michael                                     | Journal of AOAC International, Volume 98, Number 1, January-February 2015, pp. 103-111(9)     |
|                       |                  |                    | <a href="#">2014.04</a> | Single Laboratory Validation of CARN-05: Determination of Free and Total Carnitine and Choline in Infant Formulas and Adult Nutritional Products                                                                                    | Wei Jing, Louis Salvati, and Joseph J. Thompson                                                             | not yet published                                                                             |
|                       |                  |                    | <a href="#">2014.05</a> | Enumeration of Yeast and Mold in Food 3M™ Petrifilm™ Rapid Yeast and Mold Count Plate                                                                                                                                               | Bird, Patrick; Flannery, Jonathan; Crowley, Erin; Agin, James; Goins, David; Jechorek, Robert               | not yet published                                                                             |
|                       |                  |                    | <a href="#">2014.06</a> | Evaluation of 3M™ Molecular Detection Assay (MDA) Listeria for the Detection of Listeria species in Selected Foods and Environmental Surfaces: Collaborative Study                                                                  | Bird, Patrick; Flannery, Jonathan; Crowley, Erin; Agin, James; Goins, David; Monteroso, Lisa, Benesh, DeAnn | not yet published                                                                             |
|                       |                  |                    | <a href="#">2014.07</a> | Evaluation of 3M™ Molecular Detection Assay (MDA) Listeria monocytogenes for the Detection of Listeria monocytogenes in Selected Foods and Environmental Surfaces: Collaborative Study                                              | Bird, Patrick; Flannery, Jonathan; Crowley, Erin; Agin, James; Goins, David; Monteroso, Lisa, Benesh, DeAnn | not yet published                                                                             |
|                       |                  |                    | <a href="#">2014.08</a> | Determination of Polycyclic Aromatic Hydrocarbons (PAHs) in Seafood Using Gas Chromatography-Mass Spectrometry: Collaborative Study                                                                                                 | Mastovska, Katerina; Sorenson, Wendy R.; Hajslova, Jana                                                     | Journal of AOAC International, Volume 98, Number 2, March/April 2015, pp. 477-505(29)         |
|                       |                  |                    | <a href="#">2014.09</a> | Multiclass Pesticides and Chemical Pollutants in Tea GC-MS, GC-MS/MS, and LC-MS/MS                                                                                                                                                  | Pang, Guo Fang et al                                                                                        | not yet published                                                                             |
|                       |                  |                    | <a href="#">2011.20</a> | FINAL ACTION: Nucleotides in Infant Formula HPLC-UV                                                                                                                                                                                 | Gill, Brendon                                                                                               | not yet published                                                                             |
|                       |                  |                    | <a href="#">2011.10</a> | FINAL ACTION: Vitamin B12 in Infant and Pediatric Formula and Adult Nutritionals HPLC                                                                                                                                               | Schimpf, Karen                                                                                              | not yet published                                                                             |
|                       |                  |                    | <a href="#">2011.18</a> | FINAL ACTION: Myo-Inositol (Free and Bound as Phosphatidylinositol) in Infant Formula and Adult Nutritionals LC/Pulsed Amperometry with Column Switching                                                                            | Schimpf, Karen                                                                                              | not yet published                                                                             |
|                       |                  |                    | <a href="#">2011.19</a> | FINAL ACTION: Chromium, Selenium, and Molybdenum in Infant Formula and Adult Nutritional Products ICP MS                                                                                                                            | Thompson, Joe                                                                                               | not yet published                                                                             |
|                       |                  |                    | <a href="#">2012.10</a> | FINAL ACTION: Simultaneous Determination of 13-cis and all-trans Vitamin A Palmitate (Retinyl Palmitate), and Total Vitamin E (dl-alpha-Tocopherol and dl-alpha-Tocopherol Acetate) in Infant Formula and Adult Nutritionals - HPLC | McMahon, Adrienne                                                                                           | not yet published                                                                             |

Single Laboratory Validation

| To Be Reviewed | Primary Reviewer | Secondary Reviewer | AOAC #                  | Manuscript/Method Title                                                                                       | Author(s)                                                                                                                      | References/Citations                                                                       |
|----------------|------------------|--------------------|-------------------------|---------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
|                |                  |                    | <a href="#">2012.13</a> | FINAL ACTION: Determination of Labeled Fatty Acids Content in Milk Products and Infant Formula - Capillary GC | Golay, Pierre-Alain                                                                                                            | not yet published                                                                          |
|                |                  |                    | 2013.04                 | Catechin and Epicatechin Enantiomers in Cocoa-Based Ingredients and Products                                  | Machonis, Philip R.; Jones, Matthew A.; Schaneberg, Brian T.; Kwik-Urbe, Catherine L.                                          | Volume 95, Number 2, March-April 2012, pp. 500-507(8)                                      |
|                |                  |                    | 2013.07                 | Determination and Confirmation of Nicarbazin, Measured as 4,4-Dinitrocarbanilide (DNC), in Chicken Tissues    | Coleman, Mark R.; Rodewald, John M.; Brunelle, Sharon L.; Nelson, Maria; Bailey, Lauryn; Burnett, Thomas J.                    | Volume 97, Number 2, March-April 2014, pp. 630-640(11)                                     |
|                |                  |                    | 2013.13                 | Free Folates in Infant Formula and Adult/Pediatric Nutritional Formula                                        |                                                                                                                                |                                                                                            |
|                |                  |                    | 2013.15                 | St. John's wort                                                                                               |                                                                                                                                |                                                                                            |
| Yes            | Siegel/Bhandari  | Phillips           | 2012.07                 | Calculation of Whey Protein Fraction in Milk-Based Infant Formula                                             |                                                                                                                                | not published                                                                              |
| Yes            | Siegel/Bhandari  | Phillips           | 2012.08                 | Whey Protein Content in Milk-Based Infant Formula Finished Products Using Amino Acids Calculation Method      |                                                                                                                                | not published                                                                              |
| Yes            | Siegel           | Phillips           | 2012.12                 | Free and Total Myo-Inositol in Infant Formula and Adult/Pediatric Nutritional Formula                         | Ellingson, David; Pritchard, Ted; Foy, Pamela; King, Kathryn; Mitchell, Barbara; Austad, John; Winters, Doug; Sullivan, Darryl | not published                                                                              |
| Yes            | Siegel           | Szpylka            | 2012.14                 | Total Iodine in Infant Formula and Nutritional Products                                                       | Pacquette, Lawrence H.; Levenson, Alan M.; Thompson, Joseph J.                                                                 | Journal of AOAC International, Volume 95, Number 1, January-February 2012 , pp. 169-176(8) |
| Yes            | Phillips         | Pan                | 2012.16                 | Pantothenic Acid (Vitamin B5) in Infant Formula and Adult/Pediatric Nutritional Formula                       | Andrieux, Pierre; Fontannaz, Patric; Kilinc, Tamara; Giménez, Esther Campos                                                    | Journal of AOAC International, Volume 95, Number 1, January-February 2012 , pp. 143-148(6) |

## ERPs 2014

| <u>Primary Reviewer</u> | <u>Secondary Reviewer</u> | <u>Expert Review Panel</u>                                        | <u>Chair(s)</u>            | <u>Methods</u>                         |   |
|-------------------------|---------------------------|-------------------------------------------------------------------|----------------------------|----------------------------------------|---|
|                         |                           | ERP for SPIFAN Nutrient Methods                                   | Sullivan, D                | 2 first action, 6 final recommendation |   |
|                         |                           | ERP for Microbiology Methods for Food and Environmental Surfaces  | Brodsky, M. & McMahon, W.  | 3 first action, 2 modifications        |   |
|                         |                           | ERP for Proprietary Food Allergens-Gluten                         | Pan, Shang-Jing            | 1 first action                         |   |
|                         |                           | ERP for Pesticides Residues Methods                               | Boison, Joe                | 1 first action                         |   |
|                         |                           | ERP for PAH Contaminant Methods                                   | Phillips, Tom              | 1 first action                         |   |
|                         |                           | ERP for Dietary Starch Methods                                    | Reimann, Lars              | 1 first action                         |   |
|                         |                           | SPIFAN ERP for Nutrient Methods                                   | D. Sullivan                |                                        | 1 |
|                         |                           | SPIFAN ERP for Whey Protein : Casein Methods                      | N. Farkye/S. Gilani        |                                        |   |
|                         |                           | SPSFAM ERP for Antioxidants                                       | J. Harnly                  |                                        |   |
|                         |                           | SPSFAM ERP for Flavanols                                          | J. Harnly                  |                                        | 2 |
|                         |                           | SPSFAM ERP for Heavy Metals                                       | R. Reba                    |                                        |   |
|                         |                           | SPSFAM ERP for St. John's wort                                    | S. Roman                   |                                        | 1 |
|                         |                           | ERP for Veterinary Drug Residues                                  | J. Boison                  |                                        | 1 |
|                         |                           | RI ERP for Proprietary Vitamin Methods                            | S. Pan                     |                                        | 1 |
|                         |                           | RI ERP for Microbiology Methods in Food and Environmental Science | W. McMahon/M. Brodsky      |                                        | 4 |
|                         | Cook                      | ERP on Antioxidants & Flavanols                                   | James Harnly               |                                        |   |
|                         | Szpylka                   | ERP on Ingredients                                                | Don Gilliland              |                                        |   |
|                         | Szpylka                   | ERP on Infant Formula & Adult Nutrionals                          | Darryl Sullivan            |                                        |   |
|                         |                           | ERP on Whey Protein : Casein (Ratio)                              | Nana Farkye, Sarwar Gilani |                                        |   |
| Yes                     | Phillips                  | ERP on Veterinary Drug Residues                                   | Joe Boison                 |                                        |   |

# Technical Advisor

| First/Last Name: | Organization: | E-mail Address:         | Date Submitted: | Telephone:   | Nomination for the following award: | Award Nominee/Candidate (First/MI/Last Name): | Brief background and description of reason candidate is being nominated for award. List committee name(s) and study title(s) as they should be listed in the Awards Brochure |
|------------------|---------------|-------------------------|-----------------|--------------|-------------------------------------|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                  |               |                         |                 |              |                                     |                                               |                                                                                                                                                                              |
|                  |               |                         |                 |              |                                     |                                               |                                                                                                                                                                              |
|                  |               |                         |                 |              |                                     |                                               |                                                                                                                                                                              |
|                  |               |                         |                 |              |                                     |                                               |                                                                                                                                                                              |
|                  |               |                         |                 |              |                                     |                                               |                                                                                                                                                                              |
|                  |               |                         |                 |              |                                     |                                               |                                                                                                                                                                              |
| Qian Graves      | FDA           | qian.graves@fda.hhs.gov | 3/5/2013        | 240-402-1837 | 7. Technical Advisor of the Year    | Robert LaBudde                                |                                                                                                                                                                              |



## Achievement

Gill, Brendon D.; Indyk, Harvey E.; Evaluation Protocol for Review of Method  
Blake, Christopher J.; Konings, Erik Validation Data by the AOAC Stakeholder Panel on Journal of AOAC International, Volume 98,  
J.M.; Jacobs, Wesley A.; Sullivan, Infant Formula and Adult Nutritionals Expert Number 1, January-February 2015, pp. 112-  
Darryl M Review Panel 115(4)

Single Laboratory Validation

| <b>SINGLE LAB VALIDATION</b> |                  |                      |         |                                                                                                                                                                                        |                                                                                                             |                                                                                               |
|------------------------------|------------------|----------------------|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| To Be Reviewed               | Primary Reviewer | Secondary Reviewer   | AOAC #  | Manuscript/Method Title                                                                                                                                                                | Author(s)                                                                                                   | References/Citations                                                                          |
|                              | <b>Crowley</b>   |                      | 2014.01 | Evaluation of the 3M™ Petrifilm™ Salmonella Express System for the Detection of Salmonella Species in Selected Foods: Collaborative Study                                              | Bird, Patrick; Flannery, Jonathan; Crowley, Erin; Agin, James; Goins, David; Jechorek, Robert               | Journal of AOAC International, Volume 97, Number 6, November-December 2014, pp. 1563-1575(13) |
|                              |                  | <b>Siegel</b>        | 2014.02 | Improved First Action 2011.08 for the Analysis of Vitamin B12 in Infant 2014.02Formula and Adult/Pediatric Formulas: First Action 2014.02                                              | Giménez, Esther Campos                                                                                      | Journal of AOAC International, Volume 97, Number 5, September-October 2014, pp. 1397-1402(6)  |
|                              | <b>Boison</b>    |                      | 2014.03 | Gluten in Rice Flour and Baked Rice Products by G12 Sandwich ELISA: First Action 2014.03                                                                                               | Halbmayr-Jech, Elisabeth; Rogers, Adrian; Don, Clyde; Prinster, Michael                                     | Journal of AOAC International, Volume 98, Number 1, January-February 2015, pp. 103-111(9)     |
|                              | <b>Shauna</b>    |                      | 2014.04 | Single Laboratory Validation of CARN-05: Determination of Free and Total Carnitine and Choline in Infant Formulas and Adult Nutritional Products                                       | Wei Jing, Louis Salvati, and Joseph J. Thompson                                                             | not yet published                                                                             |
|                              | <b>Crowley</b>   |                      | 2014.05 | Enumeration of Yeast and Mold in Food 3M™ Petrifilm™ Rapid Yeast and Mold Count Plate                                                                                                  | Bird, Patrick; Flannery, Jonathan; Crowley, Erin; Agin, James; Goins, David; Jechorek, Robert               | not yet published                                                                             |
|                              | <b>Salfinger</b> | <b>Crowley</b>       | 2014.06 | Evaluation of 3M™ Molecular Detection Assay (MDA) Listeria for the Detection of Listeria species in Selected Foods and Environmental Surfaces: Collaborative Study                     | Bird, Patrick; Flannery, Jonathan; Crowley, Erin; Agin, James; Goins, David; Monteroso, Lisa, Benesh, DeAnn | not yet published                                                                             |
|                              | <b>Salfinger</b> | <b>Crowley</b>       | 2014.07 | Evaluation of 3M™ Molecular Detection Assay (MDA) Listeria monocytogenes for the Detection of Listeria monocytogenes in Selected Foods and Environmental Surfaces: Collaborative Study | Bird, Patrick; Flannery, Jonathan; Crowley, Erin; Agin, James; Goins, David; Monteroso, Lisa, Benesh, DeAnn | not yet published                                                                             |
|                              | <b>Phillips</b>  | <b>Boison Siegel</b> | 2014.08 | Determination of Polycyclic Aromatic Hydrocarbons (PAHs) in Seafood Using Gas Chromatography-Mass Spectrometry: Collaborative Study                                                    | Mastovska, Katerina; Sorenson, Wendy R.; Hajslova, Jana                                                     | Journal of AOAC International, Volume 98, Number 2, March/April 2015, pp. 477-505(29)         |
|                              | <b>Siegel</b>    | <b>Phillips</b>      | 2014.09 | Multiclass Pesticides and Chemical Pollutants in Tea GC-MS, GC-MS/MS, and LC-MS/MS                                                                                                     | Pang, Guo Fang et al                                                                                        | not yet published                                                                             |
|                              | <b>Siegel</b>    |                      | 2014.10 | in book (add title)                                                                                                                                                                    |                                                                                                             |                                                                                               |
|                              | <b>Roman</b>     |                      | 2011.20 | FINAL ACTION: Nucleotides in Infant Formula HPLC-UV                                                                                                                                    | Gill, Brendon                                                                                               | not yet published                                                                             |
|                              |                  | <b>Siegel</b>        | 2011.10 | FINAL ACTION: Vitamin B12 in Infant and Pediatric Formula and Adult Nutritionals HPLC                                                                                                  | Schimpf, Karen                                                                                              | not yet published                                                                             |

Single Laboratory Validation

| To Be Reviewed | Primary Reviewer | Secondary Reviewer | AOAC #  | Manuscript/Method Title                                                                                                                                                                                                             | Author(s)           | References/Citations |
|----------------|------------------|--------------------|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|----------------------|
|                |                  |                    | 2011.18 | FINAL ACTION: Myo-Inositol (Free and Bound as Phosphatidylinositol) in Infant Formula and Adult Nutritionals LC/Pulsed Amperometry with Column Switching                                                                            | Schimpf, Karen      | not yet published    |
|                | Roman            |                    | 2011.19 | FINAL ACTION: Chromium, Selenium, and Molybdenum in Infant Formula and Adult Nutritional Products ICP MS                                                                                                                            | Thompson, Joe       | not yet published    |
|                | Siegel           |                    | 2012.10 | FINAL ACTION: Simultaneous Determination of 13-cis and all-trans Vitamin A Palmitate (Retinyl Palmitate), and Total Vitamin E (dl-alpha-Tocopherol and dl-alpha-Tocopherol Acetate) in Infant Formula and Adult Nutritionals - HPLC | McMahon, Adrienne   | not yet published    |
|                | Phillips         |                    | 2012.13 | FINAL ACTION: Determination of Labeled Fatty Acids Content in Milk Products and Infant Formula - Capillary GC                                                                                                                       | Golay, Pierre-Alain | not yet published    |
|                |                  |                    |         |                                                                                                                                                                                                                                     |                     |                      |

**ERPs 2014**

|  | <u>Primary Reviewer</u> | <u>Secondary Reviewer</u> | <u>Expert Review Panel</u>                                       | <u>Chair(s)</u>           |
|--|-------------------------|---------------------------|------------------------------------------------------------------|---------------------------|
|  |                         |                           | ERP for SPIFAN Nutrient Methods                                  | Sullivan, D               |
|  | <u>Crowley</u>          |                           | ERP for Microbiology Methods for Food and Environmental Surfaces | Brodsky, M. & McMahon, W. |
|  |                         |                           | ERP for Proprietary Food Allergens-Gluten                        | Pan, Shang-Jing           |
|  | <u>Roman</u>            |                           | ERP for Pesticides Residues Methods                              | Boison, Joe               |
|  | <u>Siegel</u>           | <u>Boison</u>             | ERP for PAH Contaminant Methods                                  | Phillips, Tom             |
|  | <u>Siegel</u>           |                           | ERP for Dietary Starch Methods                                   | Reimann, Lars             |