University of Kentucky | Division of Regulatory Services

HEMP Proficiency Testing Program

HEMP PROFICIENCY TESTING GENERAL INSTRUCTIONS

Oil Scheme with sample OL26SEP-1

Results Due: December 15, 2026

1. The samples provided are ready for analysis. Do not perform any preliminary processing step such as drying or grinding prior to analysis. The sample number syntax is: **OL21NOV-1** (**material, year, sample month, sample number**).

2. Provide triplicate analyte results for each sample replicating the entire methodological procedure on separate test portions of the sample. Perform the methodological procedure for each replicate on separate days. Analytes with a single result will not be considered in the statistical analysis.

3. **Report analyte concentrations on an "as-received" basis ONLY**. Concentrations are reported on a weight of analyte to weight of sample basis (w/w). DO NOT report concentrations on a weight of analyte to volume of sample basis (w/v). DO NOT report concentration on a dry weight basis.

4. Information about the origin of the samples can be found on the Rounds page of the Lap Portal, in the "Round Name/Label" column

5. Our submitting results webpage has a complete list of current method codes (including terpenes) and the Lab Portal Quick Start Guide includes instructions about how to submit data. http://www.rs.uky.edu/regulatory/hpt/submit.php.

6. Record your analyte result to 4 decimal places with the appropriate method code. Record the result with the "Other" method if your result is from a method not shown. Pay special attention because data cannot be changed after reports are issued.

7. Very low concentrations are normally reported as less than a limit of detection (LOD) or limit of quantification (LOQ). Record very low concentrations as you would report results to your client. Place a "<" in front of the value considered a limit in your lab. For example, record "<0.0100" for a limit of 0.01.

8. **Contact:** **Hemp Proficiency Testing Program**
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