no more than 6 pages (excluded references): font:Times New Romans, 12; Interline:1.5, Margin: Normal

Appendix: max 2 pages with only graphs and tables

Last name: **Name:**

Paper title:

Authors:

Reference specification:

Abstract/English summary (maximum 200 words) of your report NO of the paper

Analyte(s):

- *Chemical description,*
- *toxicological aspect,*
- *legislation (if any) in the specific matrix or other Institutional opinions (e.g. EFSA)*
- *any RASFF or other recall?*

Matrice(s): W*hy the particular contaminants can be present in the matrix. Study of the occurrence.*

Description of the technique: create a flowchart

Sample preparation method: *brief description*

Instrumental method: *brief description*

Method performance evaluation: *Description of the validation procedure carried out and critical notes. Do not forget the principle FIT-TO-PURPOSE!*

Refer to Guidelines (e.g. EURACHEM), evaluate the procedure itself (e.g. trueness have been evaluated versus CRM or spiked sample,etc. The procedure was properly carried out?, could have been carried out differently?).

All the points of validation have been considered (refer to Guidelines). The outcome are compliant with specific requirements for the target compounds (e.g., specific legislation or EU Dec 2002/657)

Critical (personal) evaluation: *of the entire analytical method, highlight limitations and suggest improvements (e.g., sensitivity, analysis time, repeatability, specificity, etc.).*

Propose alternative methods of analysis for the specific contaminant (consider the chemical nature of the analyte and the literature).

Propose improvement of a specific step of the analytical procedure, e.g. different chromatographic columns to improve resolution or specificity; use alternative detector; etc .

Note: do not forget the overall context and the FIT-TO-PURPOSE!

> *E.g., if you are already far below the LOQ required, your goal of improvement should be other, as the analysis time*

Additional references