

# DCC - Delta Coal Control GmbH

## Handling procedures 2024



	<b>Handling procedures 2024 (DCC 03 EN.pdf)</b> <a href="http://www.dcc-germany.org/sites/www.dcc-germany.org/files/DCC%2003%20EN.pdf">http://www.dcc-germany.org/sites/www.dcc-germany.org/files/DCC%2003%20EN.pdf</a>
1	<b>Minimum order value PT-Analytic: two test objects</b> , for new customer also only one test object!
1	<b>Minimum order value PT-Program (PTP): no minimum order quantity</b>
1	<b>Minimum order value Industries-PT: no minimum order quantity.</b>
1	<b>Minimum order value Express-PT: no minimum order quantity.</b>
2	<b>The DCC Proficiency tests</b> are carried out according to <b>EN ISO/IEC 17043</b> .
3	<b>Statistical evaluation:</b> Statistical evaluation of the data is done on the basis of methods of robust statistics ( <b>Hampel estimator, Q-method</b> , is defined in ISO/ TS 20612 (2007), DIN 38402-A45 (09-2013), DIN EN ISO/IEC 17043, ISO 5725 and DIN ISO 13528).
4	<b>Ranking for the lab-performance:</b> For the final assessment of the <b>laboratory performance</b> takes place a Zu-score calculation. With a result $ Zu  \leq 2,04$ the interlaboratory test is successful. Individual case decisions (Expert evaluation) reserve
5	<b>Anonymity / Confidentiality:</b> The interlaboratory tests are anonymous. Each laboratory gets an own changing labcode-number.
6	<b>Deadline for registration PT-Analytics:</b> registration until 30. April, (Please use order Email to <a href="mailto:order@dcc-germany.org">order@dcc-germany.org</a> )
6	<b>Deadline for registration PT-Program (PTP):</b> The registration is possible throughout the year. (Please use order Email to <a href="mailto:order@dcc-germany.org">order@dcc-germany.org</a> )
6	<b>Deadline for registration PT-Express:</b> The registration is possible throughout the year. (Please use order Email to <a href="mailto:order@dcc-germany.org">order@dcc-germany.org</a> )
7	<b>Sample distribution/shipping PT-Analytics:</b> The sample dispatch takes place from January to May.
7	<b>Sample distribution/shipping Proficiency-Test-Program (PTP):</b> The sample shipment takes place in the months of February, June and October.
7	<b>Sample distribution/shipping PT-Industries:</b> The sample dispatch takes place throughout the year.
7	<b>Sample distribution/shipping Industries PT:</b> The sample dispatch takes place throughout the year by DHL-Express within two business days.
8	<b>Deadline for reporting the results PT-Analytics:</b> latest until 30. June sends results to <a href="mailto:report@dcc-germany.org">report@dcc-germany.org</a> . <b>Later incoming results cannot be taken into evaluation.</b>
8	<b>Deadline for reporting the results PTP-Proficiency-Test-Program (PTP) :</b> „Sample 1“ until 31. March, „Sample 2“ until 31. July, and „sample 3“ until 30. November to <a href="mailto:PTPreport@dcc-germany.org">PTPreport@dcc-germany.org</a> . <b>Later incoming results cannot be taken into evaluation.</b>
8	<b>Deadline for reporting the results Industries-PT:</b> no later than 2 months after sample shipment to <a href="mailto:report@dcc-germany.org">report@dcc-germany.org</a> . <b>Later incoming results cannot be taken into evaluation.</b>
8	<b>Deadline for reporting the results PT-Express:</b> no later than 2 months after sample shipment to <a href="mailto:report@dcc-germany.org">report@dcc-germany.org</a> . <b>Later incoming results cannot be taken into evaluation.</b>
9	<b>The results</b> are registered into the download <b>Excel files Table 1.</b> ( <a href="http://www.dcc-germany.org/en/downloads">http://www.dcc-germany.org/en/downloads</a> ) and send to <a href="mailto:report@dcc-germany.org">report@dcc-germany.org</a> . Please don't change or close the filled Excel files. Additions are to be registered only in the lower part of the files.
10	<b>Tests investigation / Subcontract:</b> Only the investigations are accomplished, which are usual in the participating laboratory. Subcontract assignment is to be marked.
11	<b>Test methods:</b> The test methods are specified in the Download <b>Excel-Files Table 1</b> . Abnormal test methods shall be indicated. Comparable CEN/EN ISO/ASTM-standards or identical national standards, instrumental methods and in-house method are allowed.
12	<b>Two single determinations</b> (double determination) must be made. If the difference between the individual results is larger than the repeatability in the appropriate standard method, a further double-test is accomplished. <b>The results of both double-tests have to be reported.</b>
13	<b>Storage:</b> The samples should be stored dry, cool and protected against damage of the foil/packing up to the examination.
14	<b>After opening</b> the gas-proof sample bags and/or sample containers the determination of total moisture is to be accomplished immediately. The other investigation parameters are to be determined within the following 5 working-days. This procedure is to be kept absolutely, in order to avoid losses of water and oxidation influence.
15	<b>Certificates:</b> Certificates are issued in English. Passed with $\geq 80\%$ of the results with a $ Zu $ -score less than $\leq 2$ , the laboratory receives a " <b>Certificate of Excellence yyyy</b> ". Passed with $< 80\%$ of the results with a $ Zu $ -score less than $\leq 2$ , the laboratory receives a "Certificate yyyy".
15	<b>Certificates PT-Analytics:</b> The participants get a certificate by postal mail in November.
15	<b>Certificates PT-Test-Program (PTP):</b> On request, participants will receive a <b>certificate in English for 125.00 EURO (net).</b>
15	<b>Certificates PT-Industries:</b> On request, participants will receive a <b>certificate in English for 125.00 EURO (net).</b>
15	<b>Certificates PT-Express:</b> On request, participants will receive a <b>certificate in English for 125.00 EURO (net).</b>
16	<b>Final report PT-Analytics:</b> September
16	<b>Final report PT-Test-Programs (PTP):</b> December
16	<b>Final report PT-Industries:</b> after four weeks.
16	<b>Final report PT-Express:</b> within 48 hours of receiving the results
17	<b>Publication of the Evaluation PT-Analytics:</b> The proficiency test results will be published on the website in the internal area 2 weeks before the DCC meeting in September. The password for the internal area will be communicated to the participants by Email. The participants commit themselves to check immediately their results for gross errors or outliers and to communicate these to the DCC-GmbH by email ( <a href="mailto:report@dcc-germany.org">report@dcc-germany.org</a> ) until 03. October. Later incoming corrections will not evaluated.
17	<b>Publication of the Evaluation PT-Test-Program (PTP):</b> in December, results by email.
17	<b>Publication of the Evaluation Industries PT:</b> after one month, results by email.
17	<b>Publication of the Evaluation Express PT:</b> after 48 hours, results by email.
18	<b>Price*:</b> All prices are net prices, stated in euros, and do not include statutory VAT.
19	<b>Shipping costs PT-Analytics:</b> The prices also include the transportation costs with DHL-Express.
19	<b>Shipping costs PT-Test-Programs (PTP):</b> The prices also include the transportation costs with DHL-Express.
19	<b>Shipping costs PT-Industries:</b> The prices also include the transportation costs with DHL-Express. <b>Except for the transportation of test objects #1005 MICUM and #1022-1,2,2 TML.</b>
19	<b>Shipping costs PT-Express:</b> The prices also include the transportation costs with DHL-Express.
19	<b>Invoicing PT-Analytics:</b> Invoice will be submitted after the registration and is considered as a confirmation of registration. The price shall be payable immediately after receipt of the invoice and is due and payable within 14 days from receipt of the proper invoice. Payment of the product prices is effected via bank transfer to the account specified by the contracting party <b>DCC GmbH</b> . The delivery of samples takes place after receipt of payment.
20	<b>Invoicing PTP-Proficiency-Test-Program:</b> Invoice will be submitted after the registration and is considered as a confirmation of registration. The price shall be payable immediately after receipt of the invoice and is due and payable within 14 days from receipt of the proper invoice. Payment of the product prices is effected via bank transfer to the account specified by the contracting party <b>DCC GmbH</b> . The delivery of samples takes place after receipt of payment.
20	<b>Invoicing Industries-PT:</b> Invoice will be submitted after the registration and is considered as a confirmation of registration. The price shall be payable immediately after receipt of the invoice and is due and payable within 14 days from receipt of the proper invoice. Payment of the product prices is effected via bank transfer to the account specified by the contracting party <b>DCC GmbH</b> . The delivery of samples takes place after receipt of payment.
20	<b>Invoicing PT-Express:</b> Invoice will be submitted after the registration and is considered as a confirmation of registration. The price shall be payable immediately after receipt of the invoice and is due and payable within 14 days from receipt of the proper invoice. Payment of the product prices is effected via bank transfer to the account specified by the contracting party <b>DCC GmbH</b> . The delivery of samples takes place after receipt of payment.
21	The <b>value added tax</b> is not applicable for participants from the European Union <b>with indication of VAT No** and outside of Germany.</b>
22	<b>International transfers: If you transfer the money from abroad please note that you have to pay the fee of the bank for transferring additionally.</b>
23	<b>Electronic Invoicing:</b> We do <u>not</u> issue electronic invoices (" <b>e-invoice</b> ").

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24	<b>Damage to the test objects during customs clearance and security checks?</b> In case of damage caused by the national customs at the opening of the parcel please inform us in writing (with pictures) and contact the transport company.
25	<b>Customs tariff numbers:</b> The Customs Tariff Numbers are available in the download below: <a href="#">DCC 05 DE_EN.pdf</a>
26	<b>Cancellation deadling PT-Analytics:</b> Cancellations must be made in writing. Participation Cancellation is free of charge up to 10 days after ordering. <b>After test samples have been sent, 100% will always be invoiced. We are no longer allowed to use the returned test samples.</b>
26	<b>Cancellation deadling PTP-Proficiency-Test-Program:</b> Cancellations must be made in writing. Cancellation is free of charge up to 15 days after ordering. <b>After test samples have been sent, 100% will always be invoiced. We are no longer allowed to use the returned test samples.</b>
26	<b>Cancellation deadling Industries-PT:</b> Cancellations must be made in writing. Cancellation is free of charge up to 2 days after ordering. <b>After test samples have been sent, 100% will always be invoiced. We are no longer allowed to use the returned test samples.</b>
26	<b>Cancellation deadling PT-Express:</b> Cancellations must be made in writing. Cancellation is free of charge up to 2 days after ordering. <b>After test samples have been sent, 100% will always be invoiced. We are no longer allowed to use the returned test samples.</b>
26	<b>Cancellation deadling PT-Manual Sampling:</b> Cancellations must be made in writing. If a participant is unable to participate, a substitute negotiable without charge is possible. In case of cancellation of a participant the fees shall be: - Up to 90 calendar days prior to the event: no fee - Less than 90 calendar days before the event: 70% of the registration fee - Less than 30 calendar days before the event: Full registration fee - Failure to appear (for whatever reason) is to pay the full registration fee. If the number of participants is less 10 (Minimum number of participants), the organizer reserves, to postpone or cancel the event.
27	<b>Copyright:</b> Any reproduction, including use of excerpts or commercial use of the proficiency test evaluation requires prior written consent from DCC GmbH, Herten, Germany
28	<b>Commercial using of the samples:</b> The use of the test samples is exclusively permitted for our interlaboratory test. The use for other purposes (in particular own laboratory comparisons) requires the previous, written permission of the DCC GmbH, Herten Germany.
29	<b>Definition of error:</b> -Laboratory mean values that were outside the tolerance ranges defined by Zu-scores -Values, where the minimum requirements (MR) limit has not been reached -Values that were specified with "<" above or ">" below minimum requirements (MR) limit -Values with digits after the decimal point that fall below of the minimum requirements, will evaluated with the value of the minimum requirement. E.g.: laboratory value: 0.0003, MR: 0.001, evaluation PT: 0.001 -Values that were specified with the wrong dimension -Values that have not arrived within the specified deadline -Values that have not the desired number of retries
30	<b>Complaints:</b> Complaints are to be submitted in written form to the project leader and will be discussed in the expert committee. The expert committee submits a proposition to the project leader whether the complaint will be accepted or refused. The last decision will be made by the project leader, and/or the management of the DCC-GmbH.
31	<b>DCC Proficiency tests: „DCC Proficiency Test Analytics“, „DCC Proficiency Test Programs (DCC-PTP)“, „DCC Express PT“ and „DCC Industries PT“?</b> The <b>DCC proficiency tests analytics</b> is only offered <u>once a year!</u> Dates: Jan / April. The test methods are specified in the download Excel files. Deviating test methods must be specified. Comparable CEN / EN / ISO / ASTM standards or identical national standards, instrumental procedures and in-house methods are permitted. Available test objects number: #1000 to #1091 on the Internet and in the catalog. The <b>DCC-PTP proficiency tests programs</b> are offered three times a year. Dates: February, June and October. Deliveries can be made automatically on request. The orders can be renewed every year upon request. The test methods are specified in the download Excel files. Deviating test methods must be specified. Comparable CEN/EN/ISO/ASTM standards or identical national standards, instrumental procedures and in-house methods are permitted. <b>Available test programs:</b> #1100 hard coal, #1200 solid and liquid biogenic fuels and #1300 coke. Three different samples are sent in the DCC PTP. The <b>DCC Express proficiency tests</b> are offered all year round. We offer the DCC Express proficiency test especially for accredited laboratories that have to provide evidence of participation in an interlaboratory test for an upcoming audit. The samples are sent by DHL Express and the evaluation is carried out within 48 hours of receipt of the results. Registration is possible all year round. Test objects that have been analyzed in earlier <b>proficiency tests</b> can be ordered. For certain industries we offer the <b>DCC industry proficiency tests</b> all year round. Available test objects / parameters: <b>Calorimetry</b> (calorific value, heating value), <b>Fusibility of Ash, UN N4 test self-heating, TML</b> Cargo which may liquefy, <b>Organic Petrology</b> , BBQ (charcoal / barbecue charcoal, testing for unallowable (illegal) additives), Mechanical strength and reactivity of Furnace Coke ( <b>MICUM, IRSID, CRI, CSR</b> ) and <b>Fire test for products</b> Rock Wool, External Wall Insulation <b>ISO 1716</b> .
32	<b>Homogeneity and stability of the proficiency test items:</b> The assessment of homogeneity will be performed before the distribution of the test items to the participants (according to ISO 17043, ISO 13528, ISO Guide 34 and ISO Guide 35). The assessment will be performed after the test items have been packaged in the final form. If applicable there is a statistically random selection of a representative number of test items from the whole batch in order to check the homogeneity of the material. The "bottle-to-bottle" variability for significant parameter will determined.
33	<b>The price includes a free participation in the DCC Meeting in Bremen (Germany). The meeting will take place with simultaneous translation German/English. Optionally in Bremen on site or online as HYBRID live webinar.</b>
I	<b>General Trading Conditions:</b> The general trading conditions of the DCC-GmbH are valid. <a href="http://www.dcc-germany.org/en/agb-en">http://www.dcc-germany.org/en/agb-en</a>
II	<b>With the participation the laboratory recognizes expressly the terms of transaction (DCC 03 EN.pdf) on.</b> You can find further information in document DCC 03 EN.pdf: <a href="http://www.dcc-germany.org/sites/www.dcc-germany.org/files/DCC%2003%20EN.pdf">http://www.dcc-germany.org/sites/www.dcc-germany.org/files/DCC 03 EN.pdf</a>
III	<b>Compliance-Guidelines:</b> Our Compliance-Guidelines apply: <a href="http://dccnew.dcc-germany.org/sites/dccnew.dcc-germany.org/files/DCC%2003%20Compliance%20EN.pdf">http://dccnew.dcc-germany.org/sites/dccnew.dcc-germany.org/files/DCC%2003%20Compliance%20EN.pdf</a>
IV	<b>The mandatory personal data required for order processing are recorded electronically and processed only for purposes legitimate under contractual obligations.</b>
V	<b>Place of jurisdiction:</b> Herten, Germany
VI	<b>Project leader:</b> Dr. Georg Szczendzina; Fon: +49 209-1658-9429, Email: <a href="mailto:support@dcc-germany.org">support@dcc-germany.org</a>
VII	<b>Herten, 17-12-2023,</b> DCC GmbH, Brandstrasse 8, 45701 Herten, Germany, Fon +49 209 1658 9429, Fax +49 209 1658 9431, URL: <a href="http://www.dcc-germany.org">http://www.dcc-germany.org</a>