



EURL

EU REFERENCE LABORATORIES FOR RESIDUES OF PESTICIDES

Dear Colleagues,

The four EURLs on pesticides (EURL-SRM, EURL-CF, EURL-FV and EURL-AO), herewith announce a joint EURL/NRL workshop to be held in Stuttgart from 30 Sept. till 2 Oct., 2015, and cordially invite you to participate in this workshop.

VENUE:

The workshop will take place in the “**Haus der Wirtschaft**”, Stuttgart, Germany.

ACCOMMODATION:

For your convenience we have reserved a certain number of rooms in “**Motel One**” (close to the workshop venue and the main station of Stuttgart) including breakfast at special rates of 108.50 € per night for single occupation and 133 € per night for double occupation. **The number of reserved rooms is limited** with NRL-members having priority.

TENTATIVE TOPICS:

- General Exchange of Information
- EUPTs (Results, Feedback, Prospects and Discussion)
- AQC related issues (including technical approval of the changes on Document No. SANCO/12571/2013)
- MACP-related issues (analytical and practical difficulties)
- Networking and data-exchange related activities (databases, websites, webinars)
- Future activities (EURL-Work Programs)
- Scientific Presentations
- Presentations by NRL-representatives

All participants are invited to suggest additional topics or to contribute to the workshop by submission of presentations related to aspects concerning pesticide residue analysis.

POSTERS:

There will be the possibility to exhibit a limited number of posters. If you would like to present a poster, please give the proposed title(s) in the Registration.

LANGUAGE:

The official language of the workshop will be English.

REGISTRATION PROCEDURE:

Participants are divided into 2 groups:

▪ **Reimbursement-Eligible Participants from EU-NRLs (NRL-REPs):**

Due to budget limitations we have agreed on some rules to limit the number of NRL-REPs per country / institution/ as follows:

- From each EU Member state max. 4 NRL-REPs (max. 1 NRL-REP per NRL-function^{1*})
- From each institution with 2 or 3 NRL-functions: max. 2 NRL-REPs
- From each institution with 4 NRL-functions: max. 3 NRL-REPs

Institutions with overlapping NRL-functions please coordinate to ensure that all above REP-limits for institutions and MSs are met.

The EU-NRLs will be invited per e-mail with an MS-Excel-based **registration form [REP_(Country Code)_(Lab Code).xls]**

The form has to be filled-in by NRL-members applying for participation as NRL-REPs.

- Please use only this registration form for registration for participation as NRL-REPs
- Each REP should fill-in one form and send it back to eurl-srm@cvas.bwl.de **by Wed. 3 Juni, 2015**
Only xls or xlsx format is accepted; pdf-format is not accepted!

Member states and NRLs not intending to participate with the full number of possible NRL-REPs:

Please contact us as soon as possible (eurl-srm@cvas.bwl.de), so that we can shift the capacity for additional NRL-REPs from other NRLs with needs.

Flight must be booked by yourself, but will be fully reimbursed.

Please note: The flight has to be booked at the lowest available rate and for the most cost-effective route. Used tickets and boarding cards must be provided to the organizers for reimbursement.

If the flight costs more than 425 €, please contact us, before you book it!

Hotel costs for max 3 nights (Tue 29 Sept. – Fri 2 Oct.) in “**Motel One**” (close to the workshop venue and the main station of Stuttgart) will be paid directly by the organizers. In justified cases an additional night will be covered, but an explanation prior to booking the flight is required (a brief documentation of the fares of earlier flights with higher rates may be requested).

Full catering and a guided tour will be provided using the daily allowance budgets.

¹ There are 4 NRL-functions: FV, CF (Ce or Fe), AO and SRM

- **Non-REPs:**

These are persons accepted to participate in the joint workshop at own cost (not eligible for reimbursement by the EURLs). This includes the following:

- a) Additional persons from EU-NRLs,
- b) NRL-representatives from EU-candidate, EFTA and third countries,
- c) OfL- representatives from EU Member States (incl. commercial labs working as OfLs on behalf of EU MSs),
- d) OfL- representatives from third country labs, and
- e) representatives from other commercial labs

The number of Non-REPs is limited to 30. “First come, first served” principle will be applied, however, in case the number is exceeded prioritization will apply following the above order.

Non-REPs are requested to pay the following **participation fees:**

- **300 € per person for Non-REP from EU-NRLs**
- **350 € per person for all other Non-REP**

The fee covers full catering during the workshop and a guided tour.

Travel and accommodation costs have to be covered at own costs.

Non-REPs should use the application form that can be downloaded here:

http://www.eurl-pesticides.eu/library/docs/srm/NonREP_Application.xls

The application form should be sent via e-mail to eurl-srm@cvuas.bwl.de by Wed. 3 Juni, 2015

Following the registration deadline the organisers will inform you via e-mail, if you are accepted as Non-REP and further instructions on how to proceed.

Hotel: Some rooms at “**Motel One**” (located close to the workshop venue and the main rail station of Stuttgart) have been reserved for Non-REPs. Please express your wish to stay in Motel One in the application form. If no room in Motel One is available to you, we will inform you as soon as possible (by 15 June).

HINT: During our workshop the **Cannstatter Volksfest** (one of the World’s biggest “Oktober Fest” events) takes place. The hotel-availability in Stuttgart is thus expected to be short and the prices accordingly affected! To be on the safe side, you can also look for accommodation by yourself as early as possible. You can find some useful information **here:** <http://www.eurl-pesticides.eu/library/docs/srm/accommodation.pdf>

EXTENDED STAY in Motel One:

Room rates in **Motel One** are higher on Friday (2 Oct.) and Saturday (Oct.). For details please refer to the application form.

More details on the workshop will be given in our **Circulars** as well as our **Website**.

We look forward to welcoming you in Stuttgart

Your EURL-SRM, -FV, -CF and -AO Teams