



## Instruction Sheets

### COSMETICS

Cosmetics, Toiletries and Detergents  
Proficiency Testing Scheme

[lgcstandards.com/AXIO](https://lgcstandards.com/AXIO)

Detailed information about samples, matrices, ranges, units, etc. can be found in the [COSMETICS Scheme Description](#)

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## GENERAL INFORMATION

### Storage after receipt

- All samples should be stored in accordance with the instructions provided on the sample labels from the time of arrival at your laboratory.

Storage temperature	Samples			
Room temperature	PT-CS-19	PT-CS-23	PT-CS-28	PT-CS-34
	PT-CS-20	PT-CS-24	PT-CS-29	
	PT-CS-21	PT-CS-25	PT-CS-31	
	PT-CS-22	PT-CS-27	PT-CS-32	
Refrigerated (2 to 8°C)	PT-CS-10A	PT-CS-13B	PT-CS-30	PT-CS-37
	PT-CS-10B	PT-CS-16A	PT-CS-33	
	PT-CS-13A	PT-CS-16B	PT-CS-35	

Please note:

- Conditions for storage after receipt of the sample may differ from the conditions under which the PT sample was transported
- Stability data have shown that uncooled transport of samples intended to be stored at 2-8°C does not affect the stability of the test materials for the time of the PT round

The test material(s) should be analysed in accordance with the deadlines shown on the website: <https://portal.lgcstandards.com>

### Chemistry samples

#### General

- Analyse the samples as received.
- Immediately prior to testing, mix the sample thoroughly and take a representative sample for analysis using your routine laboratory methods.
- NOTE: The concentration range given in the COSMETICS scheme description should be used as a guide. Occasionally, the detected concentration of parameters in a test material may exceed the maximum concentration limit stated in the Scheme Description.

#### Choice of Method or Procedure

- Unless additional instructions are provided participants are expected to use the test method, calibration, or measurement procedure of their choice. This method should be consistent with the participant's normal procedures, for example, duplicate analysis should only be performed if that is part of the routine analytical process. Some samples may require specific preparation or analysis, if so, this is indicated in this document.
- Participants may submit results for some, or all the parameters requested.

## Sample Details

- Test materials represent a 'real' sample of 'Cosmetics' or related products, identical to those which may be purchased in retail or wholesale outlets. As such, the materials may not contain all of the analytes stated in the Cosmetics Scheme Description

## Microbiology samples

### Sample Details

- Test materials represent a 'real' sample, which may or may not contain the target organism(s), at a range of inoculum levels. Background flora may also be present.
- Test materials are provided in a vial format with a pre-weighed quantity of matrix.

### Precautions


- Test materials contain viable micro-organisms and are supplied on the understanding that the purchaser has suitably competent and qualified personnel to handle them safely. Test materials must only be opened in a laboratory by qualified personnel.
- Refer to the Safety Data Sheet for information on the safe handling and disposal of the test materials.
- Once all confirmation and identification steps have been completed, any residual material must be disposed of in accordance with the local regulations for the disposal of microbiological material.







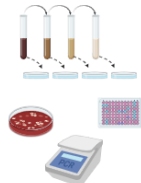

## Reporting Results

- All results should be submitted using PORTAL
  - Please go to <https://portal.lgcstandards.com>
  - Login using your Lab ID, username, and password.
  - A PORTAL user guide can be downloaded from the help section.
- If you need any help at all, please do not hesitate to contact our support team using the details below or your local LGC representative.


**Tel:** +44(0)161 762 2500

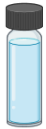





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<b>Protocol</b>  <b>CS-MIC-A</b>	Sample codes:		Description:  <ul style="list-style-type: none"> <li>• 1 x lyophilised vial</li> <li>• 1 x 10g matrix (powder, cream, or liquid)</li> </ul>	
	PT-CS-10A	PT-CS-10B		
	PT-CS-13A	PT-CS-13B		
	PT-CS-16A	PT-CS-16B		

<b>Step 1</b> Prepare appropriate volume of diluent as stipulated by your test method (for 1:10 dilution, prepare 90ml of your routine diluent)		<b>Step 2</b> From this volume take 10ml and add it to the vial after aseptically removing cap and rubber stopper		<b>Step 3</b> Replace the vial stopper and shake to dissolve. Leave to stand at room temperature for 15 to 45 minutes	
<b>Step 4</b> Resuscitate the matrix with part of the diluent prepared in Step 1		<b>Step 5</b> Add the resuscitated vial contents to the matrix preparation.		<b>Step 6</b> Use the remaining diluent to back-wash two or three times to recover all material	
<b>Step 7</b> Immediately before testing, mix the resuscitated sample thoroughly	 <b>This step represents 1 in 10 dilution</b>	<b>Step 8</b> Test for the target organism(s) using your routine laboratory methods		<b>Step 9</b> Enter your results in  <ul style="list-style-type: none"> <li>• Ensure you take into account your initial 1/10 dilution when calculating your final value</li> <li>• For enumeration analytes if you only perform presence/absence testing please report your result as &lt; or &gt; your limit of detection, for example &lt;10</li> </ul>	

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<b>Protocol</b>  <b>CS-MIC-B</b>	<b>Sample codes:</b>  PT-CS-30	<b>Description:</b> <ul style="list-style-type: none"> <li>1 x vial of either:             <ul style="list-style-type: none"> <li>- <i>Escherichia coli</i></li> <li>- <i>Pseudomonas aeruginosa</i></li> <li>- <i>Staphylococcus aureus</i></li> <li>- <i>Candida albicans</i></li> <li>- <i>Aspergillus brasiliensis</i></li> </ul> </li> <li>1 x 10g pre-weighed sterile lotion</li> </ul>	

<b>Step 1</b> Prepare 10ml of a sterile diluent, such as Ringer's solution, maximum recovery diluent, etc.		<b>Step 2</b> Aseptically add the 10ml to the vial containing the microorganisms		<b>Step 3</b> Replace the vial stopper and shake to dissolve. Leave to stand at room temperature for 15 to 45 minutes	
<b>Step 4</b> Ensure that the lotion is thoroughly mixed and add 1ml of the resuscitated vial. Mix thoroughly. The material is now ready to test		<b>Step 5</b> Test for the target organism(s) using your routine laboratory methods		<b>NOTE</b> If your methods involve a neutralising step, select the most appropriate neutraliser based on the ingredients list	Aqua, Paraffinum Liquidum, Cetearyl Alcohol, Glyceryl Stearate SE, Stearic Acid, Glycerin, Dimethicone, Petrolatum, Parfum, Panthenol, Tocopheryl Acetate, Aloe Barbadensis Leaf Juice, Sodium Carbomer, Disodium EDTA, Phenoxyethanol, etc.
<b>Step 6</b> Incubate the test material and test at day 0, day 1, day 3 and day 7					

**Note:** The nature of the microorganism and its concentration in the vial will be provided with the sample

**Note:** The ingredient list will be provided with the sample


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<div>Protocol</div> <div>CS-CHEM-A</div>	Sample codes:		Description:	
	PT-CS-19	PT-CS-20	<ul style="list-style-type: none"><li>Various matrices and quantities in a pot, a bottle, or a vial</li></ul>	
	PT-CS-21	PT-CS-24		
	PT-CS-25	PT-CS-35		

All analytes	
<b>Step 1</b> Analyse supplied matrix with your routine method	




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<p><b>Protocol</b></p> <p><b>CS-CHEM-B</b></p>	<p>Sample codes:</p> <p>PT-CS-22                      PT-CS-27</p> <p>PT-CS-31</p>	<p>Description:</p> <ul style="list-style-type: none"> <li>Various matrices and quantities in a pot or a bottle</li> </ul>	
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All analytes	
<p><b>Step 1</b></p> <p>Analyse supplied matrix with your routine method</p> 	


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<b>Protocol</b>  <b>CS-CHEM-C</b>	Sample codes:  PT-CS-23	Description:  <ul style="list-style-type: none"> <li>1x 250mL plastic bottle of liquid cosmetic</li> </ul>	

<b>Density</b> <b>pH</b>		<b>Viscosity</b>	
<b>Step 1</b> Analyse with your routine method at 25°C  		<b>Step 1</b> Analyse with your routine method at 25°C using spindle 3 and speed 5  	

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<b>Protocol</b>  <b>CS-CHEM-D</b>	<b>Sample codes:</b>  PT-CS-28                      PT-CS-29 PT-CS-32	<b>Description:</b>  <ul style="list-style-type: none"> <li>1x 100mL or 1x 100g in a pot, a vacuum bag, or a bottle</li> </ul>	

## All analytes


### Step 1



Analyse supplied matrix with your routine method




**Note:** More information about the anionic / cationic active matter will be provided on each round


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<b>Protocol</b>  <b>CS-CHEM-E</b>	<b>Sample codes:</b>  PT-CS-33	<b>Description:</b>  <ul style="list-style-type: none"> <li>3 x 20mL of hand sanitizer (all 3 bottles contain the same material)</li> </ul>	


<b>All analytes</b>	
<b>Step 1</b> Analyse supplied matrix with your routine method  	




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<b>Protocol</b>  <b>CS-CHEM-F</b>	<b>Sample codes:</b>  PT-CS-34	<b>Description:</b>  <ul style="list-style-type: none"> <li>50 x face masks</li> </ul>	50 x 


Bacterial Filtration Efficiency	
<b>Step 1</b> Use the bag of 6 masks marked "Bacterial Filtration Efficiency". Test 5 masks and report the average of these 5 results	



Differential Pressure (Breathability)	
<b>Step 1</b> Use the bag of 6 masks marked "Differential Pressure". Test 5 masks and report the average of these 5 results	

Microbial cleanliness (Bioburden)	
<b>Step 1</b> Use the bag of 6 masks marked "Microbial Cleanliness". Test 5 masks and report the average of these 5 results	

Fluid Resistance to Synthetic Blood			
<b>Step 1</b> Use the bag of 32 masks marked "Fluid Resistance to Synthetic Blood". Perform the testing on the whole batch of 32 masks at 120 mmHg (=16 kPa)		<b>Step 2</b> Report whether the batch passed or failed	  

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<b>Protocol</b>  <b>CM1V-D</b>	Sample codes:	Description:	
	PT-CS-37	1 x vial	

<b>Step 1</b> Add 1ml of sterile deionised water or suitable microbiological diluent and shake gently until all the pellet has dissolved		<b>Step 2</b> The resulting suspension can now be tested directly or used to inoculate your selected media in preparation for testing	
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