



Annex 7: Instructions for Reviewers – The Validation Report

Please review the enclosed validation report with reference to the evaluation criteria below, making comments on additional sheets as appropriate. Please indicate any aspects on which you do not feel qualified to comment.

Method:	
Author:	
Submission date:	

Reviewer name:	
Review request date:	
Review returned date:	

The method should be considered as:

- New Method
- Additional Method
- Replacement Method
- Method Modification

Evaluation Criteria (not all aspects will necessarily apply):

Is the title appropriate?

- Yes No

Is the summary clear/adequate?

- Yes No

Is the reason for the study clearly stated? (i.e. objective(s), aim, questions, hypothesis that test organiser wishes to address)

- Yes No

Has/have previous literature/data been reviewed adequately?

- Yes No

Is the cited literature appropriate, are there any omissions?

- Yes No

In the case of inter-laboratory comparative test – is there evidence that the guidelines have been followed as far as possible?

- Yes No

Have technical difficulties/problems identified during the validation process been highlighted?
Yes No

Have the comments of participants been reported/addressed?
Yes No

Was the design of the validation appropriate?
Yes No

Were the controls adequate to ensure repeatability and reproducibility of the data reported?
Yes No

Were reference materials included and are their results reported?
Yes No

Were steps taken to ensure the integrity of the data, i.e. blind testing/coding of samples?
Yes No

Were checks included to ensure that each participant followed the protocol?
Yes No

Has a statistical analysis been performed?
Yes No

Is the statistical analysis appropriate to the data, and has the approach been justified?
Yes No

Have sufficient data been presented to allow independent assessment?
Yes No

Is the exclusion of particular data/laboratories from the analysis justified?
Yes No

Has the accuracy, reproducibility and repeatability of the method(s) been estimated and clearly stated?
Yes No

Are the conclusions justified by the data and statistical analysis?
Yes No

Are all tables, figures, equations, and terms sufficiently explained?
Yes No

Are the summaries (graphs/tables) of the data appropriate?
Yes No

Could any figures or tables be explained by a simple statement?
Yes No

Have the conclusions and recommendations been clearly stated?
Yes No

Are the references correct?
Yes No

Are all the cited reports/data available?
Yes No

Is the method fully justified by the Method Validation Report?

Yes No

Have steps been taken to archive the raw data to ensure availability for re-analysis/future studies?

Yes No

Please make comments on an additional sheet.

Recommendation (delete as applicable)

- a) Approve the Validation Report without revision.
- b) Approve the Validation Report following revisions.
- c) Defer a decision pending major revisions.
- d) Reject the Validation Report.

Are you happy for your name to be revealed to the author(s)? Yes No