



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 NA

--

Is the summary clear/adequate?

- Yes No NA

--

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

Yes No NA

Has/have previous literature/data been reviewed adequately?

Yes No NA

Is the cited literature appropriate, are there any omissions?

Yes No NA

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

Yes No NA

Have technical difficulties/problems identified during the validation process been highlighted?

Yes No NA

Have the comments of participants been reported/addressed?

Yes No NA

Was the design of the validation appropriate?

Yes No NA

Were the controls adequate to ensure repeatability and reproducibility of the data reported?

Yes No NA

Were reference materials included and are their results reported?

Yes No NA

Were steps taken to ensure the integrity of the data, i.e. blind testing/coding of samples?

Yes No NA

Were checks included to ensure that each participant followed the protocol?

Yes No NA

Has a statistical analysis been performed?

Yes No NA

Is the statistical analysis appropriate to the data, and has the approach been justified?

Yes No NA

Have sufficient data been presented to allow independent assessment?

Yes No NA

Is the exclusion of particular data/laboratories from the analysis justified?

Yes No NA

Has the accuracy, reproducibility and repeatability of the method(s) been estimated and clearly stated?

Yes No NA

Are the conclusions justified by the data and statistical analysis?

Yes No NA

Are all tables, figures, equations, and terms sufficiently explained?

Yes No NA

Are the summaries (graphs/tables) of the data appropriate?

Yes No NA

Could any figures or tables be explained by a simple statement?

Yes No NA

Have the conclusions and recommendations been clearly stated?

Yes No NA

Are the references correct?

Yes No NA

Are all the cited reports/data available?

Yes No NA

Is the method fully justified by the Method Validation Report?

Yes No NA

Have steps been taken to archive the raw data to ensure availability for re-analysis/future studies?
Yes No NA

Please make comments in the box below.

Recommendations:

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

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

Please make any additional comments in the box below.