

To: [REDACTED] [REDACTED]@inmi.it]; [REDACTED] [REDACTED]@inmi.it]
Cc: [REDACTED] [REDACTED]@rivm.nl]; [REDACTED] [REDACTED]@rivm.nl]
From: [REDACTED]
Sent: Fri 2/5/2021 4:22:08 PM
Subject: EQA update and shipping addresses
Received: Fri 2/5/2021 4:22:10 PM
[Customs Invoice - example Serbia.docx](#)
[Serology EQA shipping addresses.xlsx](#)

Dear [REDACTED]

I am sending you another update on the EQA plans below and I highlighted some things. However, I am not always 100% sure that everything is clear via email. If you have any doubts or questions, please let me know. We can also arrange a phone call next week? Maybe it would make the planning a little easier...

I attached the list of addresses for shipping to this email. I am already sending you the list now, but there are several things that still have to be done **before** the panels can be shipped:

1. We need to complete the pre-testing at RIVM. I will contact you next week when we have the results.
2. For shipping the panels each package also has to contain testing instructions and a safety data sheet about the panel. I will send you both a draft for both documents next week.
3. Most labs need no special documents to receive the panel. However, before we can send the panel to Serbia, they need to obtain an import permit. For this they need a customs invoice and a donation letter from the sending lab. I attached an example template from RIVM to this email. **Could you please send me a Customs Invoice and a donation letter from your lab for Serbia (if possible early next week)?** Then I will send it to them, so they can ask for the import permit. Please note that we **cannot** send the package to Serbia, until they let us know that they have the import permit! So it is possible that this package will be sent later than all other packages.
4. The JRC standards will be shipped in parallel with the EQA panels. The current plan is that shipping will be done in the week Feb 22-26th. I will confirm with them again, before the shipping will go ahead.

If you have any questions, please let me know.

I wish you a nice weekend.

Best wishes,

[REDACTED]

[REDACTED] [REDACTED]
National Institute for Public Health and the Environment
A. van Leeuwenhoeklaan 9, 3721 MA Bilthoven, The Netherlands

Contact:

T: [REDACTED]

M:

e-mail: [REDACTED]@rivm.nl

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