

Policies Governing the Conduct of ISAG Comparison Tests (CT) for Animal DNA Testing – 2016/2017

DEFINITIONS

Society = ISAG	Vereniging International Society for Animal Genetics; deed of formation December 21st 2007 (NB Vereniging means association)
Secretary	Elected secretary of the Society
Conferences	Conferences organized on behalf of the Society
Standing Committee	Committee serving on behalf of the Society with duties that may include conduct of comparison tests.
Institutional members	Institutes or other units that are registered with ISAG to enable participation in Comparison Tests
Reference Sample	A sample chosen by the Duty lab, the genotypes of this sample are provided to participants of the CT.
Duty Laboratory	The laboratory responsible for preparing and shipping samples for testing
Comparison Test	A test conducted to determine concordance for genetic testing and analyses among laboratories.
Genotype Rating System	The mathematical representation of agreement with the agreed genotypes.

MISSION

The aim of the Comparison Tests is to enable laboratories that genotype animal DNA samples to maintain high and comparable standards, to have international agreement on nomenclature and rules for kinship testing.

ISAG's involvement is to establish rules for conducting the comparison tests. ISAG does not endorse the performance of laboratories beyond their participation in these comparison tests.

Administration

1. The administration of Comparison Tests for a species shall be supervised by a Standing Committee of 3 to 7 members elected at regular conferences of the Society by representatives from ISAG institutional members who actively genotype or study that species. A representative of the Duty Laboratory shall also be a member of the committee.
2. The Standing Committee shall prepare a Rules of Procedure for administering the comparison test, conducting the analyses and for resolving disagreements regarding the tests. Officers of ISAG shall approve the rules.

Announcement and Participation

3. Announcements of the Comparison Tests shall be communicated by the Secretary of ISAG to all institutional members, in accordance with timelines published in the Rules of Procedure for the Comparison Test.
4. Participants in Comparison Tests organized on behalf of ISAG shall be institutional members of the Society.
5. The list of genetic markers subject to comparison shall be identified on the ISAG website, including accepted methods for reporting and relevant technical information.
6. The nature, preparation and handling of samples for the test shall be identified by the duty laboratory.

Reporting and Analyses

7. The Genotype Rating System shall be employed only for the ISAG recommended markers. Laboratories shall report test results to FASS for analyses.
8. FASS shall provide all participants with the results for all laboratories no later than 3 weeks prior to the Conference.
9. At the Conference, all participants shall have the opportunity to discuss the interpretation of the results.
10. An interpretation of the results and assignment of scores shall be voted by the comparison test participants attending the conference.
11. If a participant disagrees with the assignment, they can appeal the decision through a process of binding arbitration using a mutually agreed arbiter, as defined in the Rules of Procedure for Conducting Comparison Tests.
12. Laboratories shall be assigned a score based on the final, agreed genotypes.

Certificates of Participation

13. Each participating institutional member may receive a Documentation of Participation from ISAG. The document includes the absolute genotyping accuracy rank of the laboratory itself and an anonymous overview of the performance by all participants combined and results of parentage case analyses.
14. Compiled results of any Comparison Test are confidential and shall be made available only to those Institutional members that participated in the particular Comparison Tests and submitted results.
15. All participants who receive a Documentation of Participation shall agree to the following terms and conditions and provide acknowledgement by signature from an appropriate representative from their institution:
 - a. Any liability of ISAG for participation in the Comparison Test, the execution of the test and its results is excluded.
 - b. The participating institution and its employees shall not and cannot claim damages arising out of or in connection with the Comparison Test and its results from ISAG.

- c. These conditions are also stipulated on behalf of the Duty Lab, members of the Standing Committee, FASS, other assisting organizations, the board, employees and other co-operators of these organizations.
- d. Disagreements regarding conduct of the test which are not resolved at the level of discussions with the Comparison test participants shall be subject to binding arbitration according the Rules of Procedure for Comparison Testing.

Signature: _____ Date: _____

Name (printed): _____

Title: _____

ISAG Institutional member ID number: _____

Institution: _____