New Reporting System
for Annual Reports

Dr Min Kyung Park

OIE Scientific and Technical Department
Outline

- History and Evolution of Annual Reports
- Questions based on Terms of Reference
- Advantages of web-based tool
- Outcome of analyses
- Shortfalls noted from first cycle
- Future plan
Part one

HISTORY AND EVOLUTION OF ANNUAL REPORTS
RESOLUTION No. XII

Internal rules concerning Working Groups, Ad hoc Groups, Reference Laboratories and Collaborating Centres

CONSIDERING

That the mandates of and internal rules concerning Working Groups, Ad hoc Groups, Reference Laboratories and Collaborating Centres should be specified

THE COMMITTEE

RESOLVES

To adopt the following texts (Doc. 61 DD/18):
- mandate and internal rules for OIE Working Groups and Ad hoc Groups
- mandate and internal rules for OIE Reference Laboratories
- mandate and internal rules for OIE Collaborating Centres

(Adopted by the International Committee of the OIE on 28 May 1993)
Activities in 2008

Disease name

Reference Expert name

Address of laboratory

Address continued...

Email address, phone...

Summary of general activities related to the disease

Please note the following text is to remind you, for guidance and should be deleted from your report.

1. Type(s) of test available for the specified disease(s) at your laboratory

Please list the type(s) of test you have available for the disease(s) here, including the test type and the target (e.g., antigen detection, molecular test: serological assay: ELSA, IFAT, IFA, IBR, etc.).

Give an approximate indication of the number of tests carried out this year.

<table>
<thead>
<tr>
<th>Test</th>
<th>For</th>
<th>Specificity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELISA</td>
<td>Antibody</td>
<td>Group</td>
<td>12</td>
</tr>
<tr>
<td>ELISA</td>
<td>Antigen</td>
<td>Group</td>
<td>8</td>
</tr>
</tbody>
</table>

Name of Head of Laboratory (Responsible Official)

Name of OIE Reference Laboratory:

Address of laboratory

Tel:

Fax:

Email address, website:

Name of disease (or topic) for which you are a designated OIE Reference Laboratory:

Address of laboratory

Tel:

Fax:

Email address, website:

Please note the text is to remind you, for guidance and should be deleted from your report.

OIE Reference Laboratory Report

Activities in 2010

Part I: Summary of the general activities related to the disease

This section is to give a general background on the scope and activities of your institution as a whole in relation to the specific disease or topic. It is not intended to the designated Reference Laboratory.

1. Type(s) of test available for the specified diseases/ topic(s) at your laboratory

Indicate cross-references, such as diagnosis of illness, health screening of animals, for expert consultation, etc.

The tests include tests performed for quality control, proficiency testing or other reasons.

Please list the type of test you have available for the disease(s) here, including the test type and the target (e.g., antigen detection, molecular test: serological assay: ELSA, IFAT, IFA, IBR, etc.).

Provide an approximate indication of the number of tests carried out this year.

<table>
<thead>
<tr>
<th>Test</th>
<th>For</th>
<th>Specificity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELISA</td>
<td>Antibody</td>
<td>Group</td>
<td>8</td>
</tr>
<tr>
<td>ELISA</td>
<td>Antigen</td>
<td>Group</td>
<td>5</td>
</tr>
</tbody>
</table>

2. Production and distribution of reagents

Which reagents do you produce in-house?

How much of these have you supplied?

How much have you supplied to other laboratories?

Use a table if appropriate for clarity.

<table>
<thead>
<tr>
<th>Type of reagent</th>
<th>Original production</th>
<th>Origin</th>
</tr>
</thead>
<tbody>
<tr>
<td>Antibodies for use</td>
<td>1, 2, 3</td>
<td>type 1, 2, 3</td>
</tr>
</tbody>
</table>

Annual reports of OIE Reference Laboratories and Collaborating Centres, 2010
RESOLUTION No.10

Modernisation of the Basic Texts

CONSIDERING

1. The objectives of the Fifth Strategic Plan for the period 2011–2015, in particular the chapter on the modernisation of the Basic Texts of the OIE,

2. Article 2 of the Organic Rules, and in particular paragraph 5 concerning the procedure for modifying the General Rules,

3. Resolution No. XVI of 23 May 2003 concerning the use of a common name for the Office International des Epizooties, adopted unanimously,

May 2011:

new ToRs and Internal rules adopted by the World Assembly of Delegates
Terms of Reference

Our scientific expertise

Reference Laboratories

Terms of Reference

- To use, promote and disseminate diagnostic methods validated according to OIE Standards;
- To recommend the prescribed and alternative tests or vaccines as OIE Standards;
- To develop reference material in accordance with OIE requirements, and implement and promote the application of OIE Standards;
- To store and distribute to national laboratories biological reference products and any other reagents used in the diagnosis and control of the designated pathogens or diseases;
- To develop, standardise and validate according to OIE Standards new procedures for diagnosis and control of the designated pathogen or diseases;
- To provide diagnostic testing facilities, and, where appropriate, scientific and technical advice on disease control measures to OIE Member Countries;
- To carry out and/or coordinate scientific and technical studies in collaboration with other laboratories, centres or organisations;
- To collect, process, analyse, publish and disseminate epidemiological data relevant to the designated pathogens or diseases;
- To provide scientific and technical training for personnel from OIE Member Countries;
- To maintain a system of quality assurance, biosafety and biosecurity relevant for the pathogen and the disease.

Part two

QUESTIONS BASED ON
THE TERMS OF REFERENCE
2012

OIE Reference Laboratory Reports
Activities in (year)

Title: To use, promote and disseminate diagnostic methods validated according to OIE Standards.

Table: To use, promote and disseminate diagnostic methods validated according to OIE Standards.

<table>
<thead>
<tr>
<th>Type of request available</th>
<th>Material diagnostic test</th>
<th>Procedure name</th>
<th>Amount supplied</th>
<th>Amount supplied</th>
<th>Type of recipient (OIE defined category)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. Did your laboratory produce diagnostic reagents other than the OIE-approved standard reference reagents?
   - Yes
   - No

2. Did your laboratory produce vaccines?
   - Yes
   - No

3. Did your laboratory supply vaccines to other member countries?
   - Yes
   - No

If the answer to question 2 is yes, please specify the standard reference reagents available in year

If the answer to questions 3 is yes, please provide information on the reagents used.

Annual report of OIE Reference Laboratories, 2012

WORLD ORGANISATION FOR ANIMAL HEALTH
Protecting animals, preserving our future
**OIE Reference Laboratory Reports Activities**

*Activities in 2013*

This report has been submitted: 2014-01-30 15:57:23

<table>
<thead>
<tr>
<th>Name of disease (or topic) for which you are a designated OIE Reference Laboratory:</th>
<th>Brucevirus (Bovine abortion)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address of laboratory:</td>
<td>Animal Health &amp; Veterinary Laboratories Agency New Haw, Addlestone, Surrey KT15 3NB, Weybridge, UNITED KINGDOM</td>
</tr>
<tr>
<td>Tel:</td>
<td>+44-1932 35.76.10</td>
</tr>
<tr>
<td>Fax:</td>
<td>+44-1932 35.72.26</td>
</tr>
<tr>
<td>E-mail address:</td>
<td><a href="mailto:judy.stock@chris.gsi.gov.uk">judy.stock@chris.gsi.gov.uk</a></td>
</tr>
<tr>
<td>Website:</td>
<td></td>
</tr>
<tr>
<td>Name (including Title) of Head of Laboratory (Responsible Official):</td>
<td>Chris Maddox, Chief Executive Animal Health &amp; Veterinary Laboratories Agency New Haw, Addlestone, Surrey KT15 3NB, Weybridge, UNITED KINGDOM</td>
</tr>
<tr>
<td>Name (including Title and Position) of OIE Reference Expert:</td>
<td>Judith Stack</td>
</tr>
<tr>
<td>Which of the following defines your laboratory? Check all that apply:</td>
<td>Governmental</td>
</tr>
</tbody>
</table>

---

**2013**
Dear Experts,

Please find attached a letter from Dr Bernard Vallat, requesting that you submit the report of your activities in 2013 as an OIE R

Please use the link provided below with the given login and password.

http://www.oie.int/labsannualreport/public/index.php/

login: m.park

password: 3oieRLab2014

With best regards,

Sara Linnane

12 rue de Prony, F-75017 Paris, France
tel.: +33 (0) 1 44 15 18 88
www.oie.int
Dear Experts,

Please find attached a letter from Dr. Bernard Vallat, requesting that you submit the report of your activities in 2013 as an OIE Reference Laboratory using the web-based version of the template.

Please use the link provided below with the given login and password.

http://www.oie.int/labsannualreport/public/index.php/

**login:** m.park

**password:** SoieLab2014

With best regards,

Sara Linnane

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**Access to on-line system**

**OIE : Sara Linnane**

**Envoyé : mardi 7 janvier 2014 14:36**

**A : m.park@oie.int**

**Objet : 2013 Annual Report: OIE Reference Laboratories**
Part three

ADVANTAGES
OF THE WEB-BASED TOOL
Advantages

- Easy online access
- Allow the automatic collection and compilation of key quantitative information
- Data to be converted into maps and graphs
- Evaluation tool of laboratory performance
2013 OIE Reference Laboratory Activities

1. Tests in use
2a. Production of OIE recognised standard reference reagents
2b. Supply of standard reference reagents
3. Production/supply of diagnostic reagents other than OIE approved
4. Production of vaccines
5. Supply of vaccines
6. Development of new diagnostic tests
7. Development of new vaccines
8. Provision of expert advice in technical consultancy
9. Provision of diagnostic testing
10. Participation in international scientific collaborative studies
11. Collection of epizootiological data
12. Dissemination of epizootiological data
13. Method of dissemination of information
14. Provision of scientific and technical training
15. Maintenance of quality management system according to int’l standards
16. Accreditation by an international accreditation body
17. Maintenance of biosafety and biosecurity
18. Organisation of international scientific meetings
19. Participation of international scientific meetings
20. Exchange information with other OIE labs
21. Proficiency testing with other OIE labs
22. Participation in international scientific collaborative studies
23. Proficiency testing labs other than OIE labs
24. Provision of consultant expertise
Diagnostic Tests Performed

No 4,0%
Yes 96,0%

Vaccines

Nationally

Internationally...

64,4%
Vaccines

2013 OIE Reference Laboratory Activities

Diagnostic tests performed

Vaccines

Provision of Technical Training

Production of vaccines 5.5%
Supply of vaccines 7.0%
Development of new vaccines 20.9%
Development of new diagnostic methods

WORLD ORGANISATION FOR ANIMAL HEALTH
Protecting animals, preserving our future
Provision of Technical Training

- Yes: 65.1%
- No: 34.9%

Network with other OIE and non-OIE labs
- Yes: 21.4%
- No: 78.6%

Technical visits: 0%
Seminars: 0%
Hands-on training courses: 4.2%
Internships (>1 month): 0%
Network with other OIE and non-OIE labs
Part four

NOTED:
FROM THE OUTCOME OF ANALYSES
Outcome of Analyses

- Need to revise questions misunderstood
- Areas needed for follow-up and improvement
- Need to modify application for new OIE Reference Laboratories
Reference products & other reagents

2012

- Production of OIE recognised Standard Reference Reagents: 51.6%
- Production of diagnostic reagents other than OIE-approved: 66.5%
- Supply of SRR: 60.3%
22 Standard Reference Reagents for 19 Diseases from 19 OIE Reference Labs
Reference products & other reagents

**2012**
- Production of OIE recognised Standard Reference Reagents: 51.6%
- Production of diagnostic reagents other than OIE-approved: 66.5%
- Supply of SRR: 60.3%

**2013**
- Production of OIE recognised Standard Reference Reagents: 5.0%
- Production of diagnostic reagents other than OIE-approved: 64.4%
- Supply of SRR: 2.4%
Outcome of Analyses

- Need to revise questions misunderstood
- Areas needed for follow-up and improvement
- Need to modify application for new OIE Reference Laboratories
Maintenance of quality management system certified according to Int'l Standards

2012
- ISO 17025: 70%
- Not certified according to Int'l Standards: 21%
- Other: 9%

2013
- ISO 17025: 69.31%
- In preparation to achieve ISO 17025: 12.38%
- System in place that complies with Chapter 1.1.4 of the OIE Terrestrial Manual: 4.46%
- No: 13.86%
Maintenance of quality management system certified according to Int’l Standards

- ISO 17025: 69.31%
- System in place that complies with Chapter 1.1.4 of the OIE Terrestrial Manual: 4.46%
- In preparation to achieve ISO 17025: 12.38%
- No: 13.86%

2013

- ISO 17025 or equivalent: 73.76%
- In preparation to achieve ISO 17025: 15.84%
- No: 10.40%

2013 – Post follow-up
**OIE Reference Laboratory Reports Activities**

*Activities in 2013*

**Update report**

**ToR 8: To maintain a system of quality assurance, biosafety and biosecurity relevant for the pathogen and the disease concerned**

15. Does your laboratory have a Quality Management System certified according to an International Standard?

<table>
<thead>
<tr>
<th>Quality management system adopted</th>
<th>Certificate scan (PDF, JPG, PNG format)</th>
</tr>
</thead>
</table>

[Parcourir... manuel.edd_listes.pdf](#)

[Parcourir... Aucun fichier sélectionné.](#)

16. Is your laboratory accredited by an international accreditation body?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

17. Does your laboratory maintain a “biorisk management system” for the pathogen and the disease concerned?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>
Outcome of Analyses

- Need to revise questions misunderstood
- Areas needed for follow-up and improvement
- Need to modify application for new OIE Reference Laboratories
Guidelines for applicants for OIE Reference Laboratory status

Applications shall be submitted in accordance with Article 1 of the Internal Rules and should include the following information:

1. Name and address of laboratory (telephone and fax numbers, e-mail address, Web site).
2. Relevant legal and budgetary provisions in place that provide assurance on the sustainability and functioning of the laboratory.
3. Experience in diagnostic testing for the disease according to the OIE Standards (approximate number of tests performed annually for each technique).
5. Veterinary products.
6. Specific information and recommendations.

The application will be processed by OIE in accordance with Articles 2, 3 and 4 of the Internal Rules.
Shortfalls and Improvements

- Downloadable and printable document – resolved
- Clarification of instructions
- Improved navigating interface
  - Side menu

If the answer is yes, please provide details using the suggested table. Hold-down the ctrl key to choose multiple countries from the dropdown list.
Part five

FUTURE PLAN:
Both Reference Lab & Collaborating Centre Annual Reports
• Activities of 2014
Continual Improvement of the System

OIE Reference Laboratory Reports Activities
Activities in 2014

Submit report

Back to report list
Laboratory information
ToR 1: Diagnostic methods
ToR 2: Reference material
ToR 3: New procedures
ToR 4: Diagnostic testing facilities
ToR 5: Collaborative scientific and technical studies
ToR 6: Epidemiological data
ToR 7: Scientific and technical training
ToR 8: Quality assurance
ToR 9: Scientific meetings
ToR 10: Network with OIE Reference Laboratories
ToR 11: Other interlaboratory proficiency testing
ToR 12: Expert consultants
Review and submit

ToR 12: To place expert consultants at the disposal of the OIE

24. Did your laboratory place expert consultants at the disposal of the OIE?

[ ] Yes  [ ] No

25. Additional comments regarding your report:

Save and continue
Thank you for your attention