

# ICC catalogue

ICC - International Association for Cereal Science and Technology

Services

Analytical Services  
EVENTS

Method Validation

Publications

Conferences  
& Workshops

## Legal Notice

**ICC – International Association for Cereal Science and Technology** (Internationale Gesellschaft für Getreidewissenschaft und –technologie), Marxergasse 2, A-1030 Vienna, Austria, registered in Austria as a non-profit organisation under ZVR 042487046, **Tel:** +43 1 707 7202.0, **Fax:** +43 1 707 7202-300, email: [office@icc.or.at](mailto:office@icc.or.at), web: <http://www.icc.or.at>; Bank: Raiffeisenlandesbank NÖ-Wien AG, F.-W.-Raiffeisenplatz 1, A-1020 Vienna, Austria; Account: IBAN: AT52 32000 0000 0667865, BIC: RLNWATWW

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**Status: December 2015**

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## ICC Services GmbH

ICC Services GmbH was formally established on May 11, 2005. ICC Services GmbH is a limited liability company fully owned by ICC [www.icc.or.at](http://www.icc.or.at).

Its primary aim and commitment is to better serve the present and future tasks of ICC and related stakeholder groups, such as research project consortia, food related associations and ICC member institutions. ICC Services is active globally.

### The activities of ICC-Services include:

- Printing and sales of publications (ICC Standards, ICC Journal, ICC Dictionary, ICC History Brochure, Conference Proceedings, etc.)
- Organisation and management of conferences and workshops (ICC Jubilee Conference, EU projects workshops, etc.)
- Design and realisation of websites, posters, leaflets, logos, promotion materials, etc.
- Analytical services (standardisation and validation of analytical methods, organisation of ring trials and other studies, etc.)
- Organisation and co-ordination of international research projects
- Editorial office and sales of the official journal of ICC: Quality Assurance and Safety of Crops & Foods
- Administration of ICC Service Subscribers

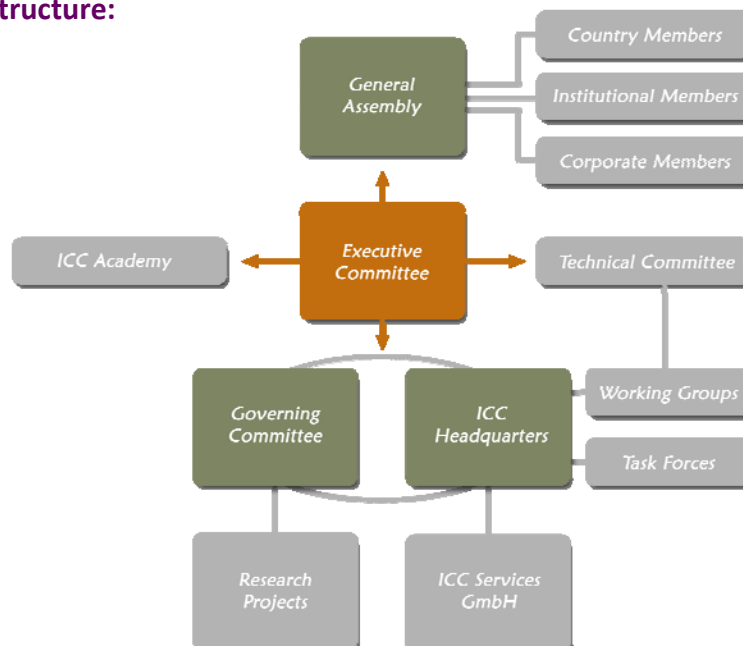
The Executive and the Governing Committees of ICC are the strategic decision making bodies for the scope of offerings, contracts and finances. The ICC Secretary General formally heads the ICC Services and is responsible for the operational and financial leadership of the company.

**Owner:** ICC – International Association for Cereal Science and Technology

**Financial Manager:** Mag. Michaela Pichler

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Web: <http://www.icc-services.at>

### Organisational Structure:



## Conference and Workshop Organisation and Management

ICC has over 50 years experience in organising and managing international conferences and workshops serving the cereal and crop R&D in academia and industry. While ICC is providing a global network of experts and stakeholders, and is responsible for the content and the high quality standard of its meetings, the management of ICC events is usually subcontracted to its preferred professional conference organiser (PCO), ICC-Services GmbH, a subsidiary of ICC, or to a local event organiser hired by the ICC representative in the respective ICC Member Country hosting the event.

Various types of conferences and workshops, as well as various modes of management support are offered by ICC and ICC Services GmbH:

### **A) ICC Cereal and Bread Congress**

### **B) ICC Conferences and Workshops or ICC endorsement**

#### **A) ICC Cereal and Bread Congress**

- 1. Time:** Every 4 years (e.g. in 2000 Surfers Paradise, Australia; in 2004 Harrogate, UK; in 2008 Madrid, Spain; in 2012 Beijing, China)
- 2. Venue:** Only in ICC Member Countries (min. 2 years in good financial standing prior to application)
- 3. Application:** By application through the respective National Delegate only
- 4. Decision:** Decision by vote by the ICC General Assembly
- 5. Organisation:** Organisation is shared by the respective ICC Member Country and ICC
- 6. Management:** Management and financial responsibility are with the hosting ICC Member Country, or otherwise negotiated.

#### **ICC endorsement fee covers:**

- The use of the ICC logo,
- Promotion via ICC website,
- Promotion via ICC e-news (electronic and print versions),
- Promotion via alerts reaching more than 7,000 multipliers and selected contacts worldwide,
- Promotion material displayed at ICC supported events (typically 15 events yearly globally),
- Support in attracting/contacting potential speakers and sponsors,
- Any additional services can be ordered from the ICC Services Catalogue.

#### **7. Requirements:**

- Receipt of an electronic participants list with names, contact details and email addresses of all registered participants after the Bread Congress.
- Receipt of a short report after the Bread Congress.
- Receipt of a participant satisfaction assessment (questionnaire) to be completed by both the participants and the exhibitors at the Bread Congress
- A short welcome address in the Congress' opening on behalf of ICC.
- Discounts for the registration fee for ICC Officials, ICC Corporate Members and ICC Institutional Members (typically 10-20%).
- A free table top for ICC.
- A detailed budget proposal and a cost summary before final decision will be made.

## 8. Costs:

- ICC requests a fee of net € 12.- per participant (based on final participation list).
- A non-refundable pre-payment to the ICC endorsement fee of a minimum of net € 3,000.- will be invoiced after signing this agreement. The rest of the fee according to the final participant number will be charged after the event took place.
- **Example:** ICBC with 300 participants: total fees due are  $300 \times € 12.- = € 3,600.-$  plus tax; prepayment at signing of contract: € 3,000.- plus tax; final payment after conference: € 600.- plus tax.
- Travel and accommodation costs for ICC President and ICC Secretary General need to be covered by the organiser.
- All costs should be calculated into the event budget and covered by registration fees and sponsoring.

**9. Liability:** Financial responsibility and complying with local legislation, any insurance or other claims are subject to liability of the event manager, i.e. the local host/managing subcontractor or ICC Services GmbH. ICC cannot be held liable for any loss, damage or legal affairs.

## B) ICC Conferences and Workshops or ICC endorsement

- 1. Time:** Any time of the year; however, fitting in the ICC calendar of events
- 2. Venue:** Only in ICC Member Countries; in exceptional cases also in non-member countries at twice the endorsement fee
- 3. Application:** To the ICC Headquarters
- 4. Decision:** By the ICC Secretary General with support from the ICC Governing Committee, and approved by the ICC Executive Committee
- 5. Organisation:** Partner institution and ICC
- 6. Management:** Partner institution and/or at additional cost for selected services according to the ICC catalogue by ICC Services GmbH

### ICC endorsement fee covers:

- The use of the ICC logo,
- Promotion via ICC website,
- Promotion via ICC e-news (electronic and print versions),
- Promotion via alerts reaching more than 7,000 multipliers and selected contacts worldwide,
- Promotion material displayed at ICC supported events (typically 15 events yearly globally),
- Support in attracting/contacting potential speakers and sponsors,
- Any additional services can be ordered from the ICC Services Catalogue.

### 7. Requirements:

- Receipt of an electronic participants list with names, contact details and email addresses of all registered participants after the event.
- Receipt of a short report after the event.
- Receipt of a participant satisfaction assessment (questionnaire) to be completed by both the participants and the exhibitors at the event.
- A short welcome address in the Congress' opening on behalf of ICC.
- Discounts for the registration fee for ICC Officials, ICC Corporate Members and ICC Institutional Members (typically 10-20%).
- A free table top for ICC.

## 8. Costs:

- ICC requests a fee of net € 12.- per participant (based on final participation list) for events organized by a member institutions in a member country (or net € 24.- per participant in non-member countries).
- A non-refundable pre-payment to the ICC endorsement fee of a minimum of net € 1,000.- for conferences (> 80 participants) and net € 500.- for workshops (< 80 participants) in member countries will be invoiced after signing this agreement. The rest of the fee according to the final participant number will be charged after the event took place. The above numbers take into account a **50% discount** for events in ICC Member Countries, thus the prepayment in non-member countries is net € 2,000.- and net € 1,000.- for conferences and workshops, respectively.

*Example: An Event in an ICC Member Country with 100 participants: total fees due are 100 x € 12.- = € 1,200.- plus tax; prepayment at signing of contract: € 1,000.- plus tax; final payment after conference: € 200.- plus tax.*

- Travel and accommodation costs for at least one respectively two ICC representatives for a workshop/conference (e.g. ICC Secretary General or ICC President or ICC National Delegate) need to be covered by the organiser.
- All costs should be calculated into the event budget and covered by registration fees and sponsoring.

## 9. Liability:

Financial responsibility and complying with local legislation, any insurance or other claims are subject to liability of the event manager, i.e. the local host/managing subcontractor or ICC Services GmbH. ICC cannot be held liable for any loss, damage or legal affairs.

## Prices of Optional ICC Event Management Services (in Member Countries)

Activity	Workshop	Conference
1 Conference venue: search and reservation	€ 500.-	€ 500.-
2 Programme organisation and invitation of speakers	€ 500.-	€ 1,000.-
3 First circular: design, ready to print	€ 800.-	€ 800.-
4 Second Circular: design, ready to print	€ 800.-	€ 800.-
5 Mailings: of Invitations, letters official ( <i>excl. postage</i> )	€ 300.-	€ 500.-
6 Registration: online, fax, e-mail, Management	€ 300.-	€ 600.-
7 Invoicing: Registration confirmations, invoices ( <i>excl. postage</i> )	€ 300.-	€ 500.-
8 Handouts/Book of Abstracts	€ 15.- / pc	€ 25.- / pc
9 Badges ( <i>incl. Design and Print</i> )	€ 1.5 / pc	€ 1.5 / pc
10 Registration desk assistance: Person/hour	€ 48.-	€ 48.-
11 Advertising & Promotion: on ICC Webpage, by Mail list,	€ 500.-	€ 1,000.-
12 Breaks / lunches / conference environment organisation	€ 300.-	€ 1,000.-
13 Breaks: Coffee / Lunch	€ 7.- / € 20.-	€ 7.- / € 20.-
14 Sponsoring programme ( <i>concept and promotion</i> )	€ 300.-	€ 500.-
15 Travel Support ( <i>min. 1-2 ICC Officials, optional 1-2 support personnel</i> )	to be covered	to be covered
16 Endorsement/Logo ( <i>includes use of ICC Advertising &amp; Promotion and</i>	€ 500.-	€ 1,000.-
17 Poster: Design, ready to print	€ 750.-	€ 750.-
18 Poster: Design, ready to print, periodic updates	€ 1,000.-	€ 1,000.-
19 Room Rent at ICC Headquarters, per day	€ 800.-	
20 Beamer rent per day	€ 180.-	
21 Staff working hours ( <i>support work / academic</i> )	€ 48.- / 98.-	€ 48.- / 98.-

**Note: All prices are excluding taxes**



# ICC Standardisation

(Status 2011-02-02)

For over 50 years ICC has validated and published analytical standard methods applied in safety and quality assessment of cereals and crops, cereal based products, foods and feeds. Validated methods are published in the ICC Standards Collection and can be purchased via ICC Services GmbH. ICC Standard Methods serve international trade, national and international legislation, industry standards such as ISO and CEN, and as guidelines for food manufacturers and control laboratories.

## ICC Validation Studies – Basic Requirements

**1. Principle:** In principle ICC validation studies/ring trials follow the requirements of the IUPAC/AOAC/ISO international harmonised protocol for collaborative trials. However, the ICC protocol also accounts for several issues that have been discussed at Codex Alimentarius level more recently (e.g. recovery, recovery correction, measurement uncertainty, etc.). The requirements for any ICC validation study are given below and may serve as guideline for organisers and evaluators of ring trials within the ICC standardisation programme. A practical guide for the preparation of an international ring trial and spreadsheets for the statistical analysis are in preparation.

### 2. Requirements:

- A minimum of 8 useful results from min. 8 laboratories, respectively (after elimination of outliers and non-compliant laboratories), ICC recommends at least 12 participating laboratories
- The submitting organisation/institution and the coordinating institution/laboratory must be from an ICC Member Country. All documents must be submitted in English language.
- Participating laboratories from ICC Member Countries will be preferentially selected, however trial participants from non-member countries may be invited upon the request of the organiser.
- To be counted as an international ring trial, a minimum of 3 countries needs to be involved. Regionally used methods may have their justified place in the ICC Standards Collection, however, ring trials not meeting the international scope need to highlight this limitation in the scope.
- No more than a maximum of 50% of the participating laboratories may show an organisational relationship (e.g. laboratories in various locations, but belonging to the same company or distribution network)
- A detailed description of the ring trial setup and a full report including a copy of all original data and statistical calculations must be provided to ICC for review by the ICC Technical Director and final discussion and approval by the ICC Technical Committee.
- It is advisable to discuss the planned trial with the ICC Technical Director, before undertaking the study. If a study was not planned with the ICC Technical Director it can be submitted to ICC Headquarters for approval/acceptance, but ICC reserves the right to turn the certification as ICC Standard Method down based on non-compliance to ICC rules.
- Joint validation and/or joint submission/publication of Standards in collaboration with related SODs (Standardisation Organisations) are recommended.
- If a method/appliance/test kit or reference material is jointly validated with other SODs a mutual recognition/equivalence needs to be stated in the published methods, respectively.
- For final analysis of the results the statistical methods used must be clearly described. Statistical evaluation of the method must include the following parameters:

- a) Description of the method/appliance/testkit/reference material used
- b) Description of the “analyte”
- c) Description of the “sample”/reference material
- d) Homogeneity test results of the sample material (usually performed by the organising laboratory and/or confirmed by a1-2 additional laboratories, e.g. F-test, ANOVA on 10 replicate samples tested taken from the same lot)
- e) Detailed protocol
- f) Details of participating laboratories including name of operator, operator’s function
- g) Copy of original results/data including lot number, serial number, etc.
- h) Repeatability
- i) Reproducibility
- j) Recovery/recovery correction, where applicable
- k) Limit of Detection (LOD) and Limit of Quantitation (LOQ), where applicable
- l) Measurement uncertainty
- m) Traceability to SI units, if applicable

### 3. Samples:

- Any material used as a sample needs to be well described (origin, ingredients, concentration, etc.)
- Homogeneity and stability needs to be tested, documented and monitored throughout the ring trial
- According to the IUPAC/AOAC/ISO international harmonised protocol for collaborative trials at least 5 different samples or 2 different matrix samples at 4 different concentration levels (including a zero/blank sample) shall be used
- The samples must be representative of the range of variation of the analyte in the matrix. The samples shall be selected to cover the relevant range of application of the method with concentrations distributed across the whole application range.

### 4. Costs for proprietary methods:

- a) Handling and publication fee, includes preparation and handling for publication/validation, a final editorial check and formatting, promotion and announcement via ICC print media € 2,000.—
- b) Final statistical evaluation after all calculations are completed and all data is generated by the submitting party. Statistics will be reviewed by the ICC Technical Director and finally by the ICC Technical Committee € 3,000.—
- c) Optional: If raw data is received by ICC and all statistical evaluation is done by ICC € 6,000.—
- d) Optional: If ICC is to organise and manage the ring trial. €10,000.—
- e) Any additional costs such as shipping of materials, appliances, training of personnel, production of samples are covered by the method provider or added to the basic fee.

### 5. Publication:

- After approval of an analytical method or a reference material, it is published as ICC Draft Standard Method, until a second review after 2 years of first issue.
- ICC Draft Standards may become regular ICC Standard Methods by approval after trial period of two years as Draft Standard.

- ICC Standard Methods can be purchased either as single method standard or as part of the ICC Standard Method Collection. The method provider and organiser of the ring trial shall receive on free copy of the ICC Standard.
- ICC requires the publication of the obtained results of the validation study in a peer-reviewed journal. The report shall be written and submitted for publication by the organiser of the ring trial or the method provider. Publication in the official ICC Journal “Quality Assurance and Safety of Crops & Feeds” is recommended.

#### **6. Ownership:**

ICC Standard Methods are owned by ICC and thus are protected by ICC copy right. ICC Standard Methods are sold by ICC Services GmbH and authorised distributors contracted by ICC. Any submission of ICC Standards to CEN, ISO, Codex Alimentarius by any national/regional government or other institution needs to be approved by ICC and the authorship of ICC needs to be referred to in the publication/submission form.

#### **7. Liability:**

ICC is only liable for the content and the performance data at the time of evaluation and publication. ICC is not responsible for deviations of performance quality due to manufacturing or non-compliant method application.

Any changes and/or additions to ICC validated methods need to be communicated to the ICC Headquarters at the earliest.

#### **8. Revisions:**

- ICC will revise its ICC Standard Methods at a minimum of 10 years intervals. ICC reserves the right to request method revisions in certain intervals, if the advancements and method developments in a certain field of analysis demand a more rapid turn over.
- ICC reserves the right to ask for revision or a withdrawal of an ICC Standard Method in ease of doubt.
- The method provider is obliged to inform ICC, if changes or additions have been made to a published method. When changes have been made to an existing ICC Standard, ICC reserves the right to request a new ring trial for the modified/improved method for continued use and circulation as ICC Standard. Failure to provide updating information for a modified method/appliance will result in the withdrawal of the method as ICC Standard and informing its users and collaborating SDOs about the withdrawal.
- When an ICC Standard Method is changed by international committees, such as ISO, CEN, Codex Alimentarius, ICC requests to be informed about the proposed changes by the submitting agency.

#### **9. Application for Standardisation:**

- Applications to have a method validated/standardised by ICC must be submitted to the ICC Headquarters.
- The application must include a short description of the principle of the method, its application, its current significance and potential future use. The ownership of the method must be clearly stated (generic or proprietary).
- Contact details of the method provider and the organiser of the ring trial must be provided to ICC Headquarters.
- Once the submitted method is considered for ICC standardisation, the payment for handling and publication must be received prior to validation/standardisation and is non-refundable irrespective of the results of the validation study.

#### **10. Contact:**

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**ICC Headquarters**  
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**A-1030 Vienna**  
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 Fax: +43 1 707 72 04 0  
 Email: [michaela.pichler@icc.or.at](mailto:michaela.pichler@icc.or.at)  
 Web: <http://www.icc.or.at>

## Advertising & Sponsorship Opportunities in ICC e-News

ICC is the pre-eminent international association in the field of cereal science and technology committed to the international cooperation through disseminating information, conducting research and developing standard methods for the well-being of all people. ICC is active worldwide and works together with the global cereal's community.

ICC e-news is distributed electronically every month to over 90 countries, including 54 ICC Member Countries and 45 Corporate Member companies of ICC plus numerous academic institutions worldwide. Currently, the ICC e-News is subscribed by over 3,500 recipients, furthermore the ICC e-News is distributed by international multipliers to another approx. 10,000 recipients on all continents. The ICC e-News is also posted on the ICC website to reach the broader cereal and food community of scientists, technologists, analysts, researchers and executives in industry, academia, research and regulatory agencies.

### **Advantages of advertising and sponsoring with ICC e-News:**

- Cost effective way to reach the world's cereals community.
- Target cereal and food science investors, executives, researchers, and practitioners worldwide.
- Reach individuals, corporates, and institutes worldwide.
- Effectively build your brand and product awareness.

### **e-News Advertising Package includes:**

- Company name with click through to your company website in the ICC e-news (click through to current e-newsletter issue).
- Your company logo, in colour, and/or company description (up to 15 words/max. 120 characters including all spaces) with click through to your company website which will remain active for the period of the current issue of the e-newsletter (approx. 1 month).

**Issue dates:** Beginning of every month, 12 times a year

**Closing dates:** Bookings: 10th of the month prior to publication

**Material:** Last day of the month prior to publication

**Ad sizes:** Option 1: Max. 12 x 3 cm (w/h)

**Option 2:** Max. 3 x 4 cm (w/h)

**Company logo:** Resolution: 640 x 480 Pixels

### **Prices per advertising package: Frequency (for members):**

1x € 350.--

3x € 325.- each

12x € 300.- each

**Contact:** [icc-gmbh@icc.or.at](mailto:icc-gmbh@icc.or.at)

## ICC Publications

### ICC - International Association for Cereal Science and Technology is:

- an independent, internationally recognized organisation of experts
- a neutral forum for all cereal scientists and technologists and interested parties
- a developer and publisher of international standard methods and other publications related to our field
- a major organizer of national and international events in cereal science and related subjects
- a promoter of international cooperation on a global, regional and national level
- a mediator between science and technology research and practice

#### ICC MISSION STATEMENT

ICC is the pre-eminent international association in the field of cereal science and technology, committed to international cooperation through the dissemination of knowledge, conducting research, and developing standard methods that contribute to advance innovation, improve food quality, food safety and food security for the health and well-being of all people.

### ICC PUBLICATIONS are distributed by ICC Services GmbH

Standard Methods, ICC/MoniQA Scientific Journal, e-Newsletter, Multilingual Dictionary, Calendar of Events, Proceedings, Statements, Scientific Books, Scientific Articles, Definitions, etc.

- **Standard Methods**
  - List of ICC Standard Methods in order of analyte
  - List of ICC Standard Methods in numerical order
  - List of ICC Standard Methods in order of subjects
  - List of ICC Standard Methods in order of Basic and Supplements
  - General principles of the available ICC Standard Methods in numerical order
- **Proceedings of ICC Cereal and Bread Congresses and other ICC events**
- **Newsletters**
- **Multilingual Dictionary**
- **ICC Books and Scientific Journal**

Published by ICC - International Association for Cereal Science and Technology  
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Email: [office@icc.or.at](mailto:office@icc.or.at) Internet: [www.icc.or.at](http://www.icc.or.at)

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### Other Publications

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