



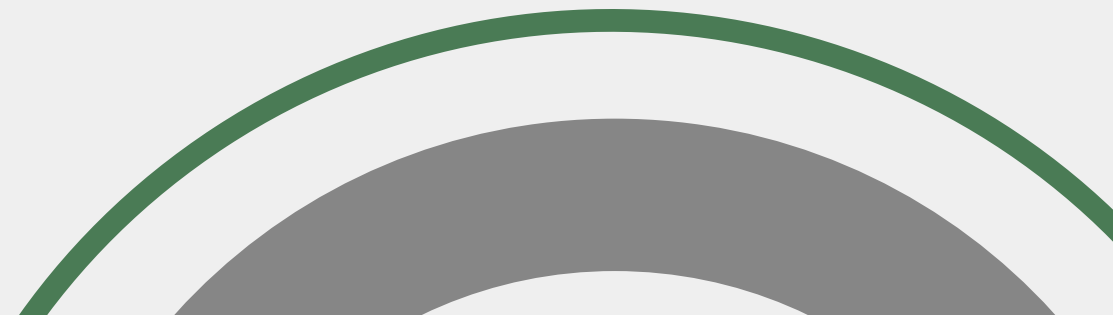
PCBFA

Feed Test Handbook

2024

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Welcome to the Peace Country Beef & Forage Association Feed Testing Handbook! 🌾👤

This guide includes:

- Example of a filled-out Central Testing Labs **chain of custody** form
- Drop-off locations and Purolator account number
- Instructions for filling out forms (paper & online)
- Sample sheet for the chain of custody form
- Required producer info: name, contact phone number, and email address
- Sample details: Sample # or ID, field or pit name, test code

Storage tips:

- Use a ziplock or vacuum-sealed bag
- Hay: no refrigeration needed
- Silage: must be frozen (ship by Tuesday each week with ice packs)

Please note:

- Minimum of 6 samples required to be eligible for free shipping
- Rush shipping for less than 6 samples costs +\$50
- Test Results will be sent to PCBFA and distributed/invoiced accordingly

Thank you for choosing PCBFA!
Best regards,
The PCBFA Team



Central Testing Labs

Chain of Custody Form -

Example

CTL-COCM Rev 0.0

central testing laboratory ltd.

Phone: 204.237.9128
Email: info@ctl.mb.ca
Website: www.ctl.mb.ca

Unit 9 - 851 Lagimodiere Blvd.
Winnipeg, MB
R2J 3K4

**CHAIN OF CUSTODY
SAMPLE/TEST REQUEST FORM**

BILL TO: _____ ADDRESS: _____ POSTAL CODE: _____

CONTACT: _____ DATE: _____ DATE RECEIVED IN LAB: _____ PO#: _____

PHONE: _____ FAX: _____ EMAIL ADDRESS: _____

REGULATED WATER SYSTEM? Y / N SYSTEM NUMBER: _____

SAMPLE ID	CLIENT NAME	SAMPLE DESCRIPTION	TEST PACKAGE	COMMENTS/TIME & TEMP REC'D BY LAB	LAB NO.
★	★	★	★		

Payment terms: Please include payment with sample unless credit has been arranged. Results are based on the sample received and liability is limited to the cost of analysis.

DELIVERY ADDRESS: CENTRAL TESTING LABORATORY LTD.
(Mail and Courier) 9-851 Lagimodiere Blvd., Winnipeg, MB R2J 3K4 PH: (204) 237-9128
www.ctl.mb.ca info@ctl.mb.ca

I agree to the terms outlined below

print: _____

Sign: _____

Here you can find a **Central Testing Labs Chain of Custody** Form. This essential document ensures accurate tracking and handling of your samples. Follow the provided example to fill out your form correctly, ensuring you include all necessary information for efficient processing.

This **MUST** accompany the shipment inside the shipping box.

Stars indicate required information. Including your municipality name is greatly helpful, as well!

To Print a Chain Of Custody Form follow this Direct PDF link!

<https://www.ctl.mb.ca/wp-content/uploads/Chain-Of-CustodyM-Rev0.pdf>

Sample Taking Tips

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General Guidelines:

1. Tools Needed: Clean sampling tool, ziplock or vacuum-sealed bags, permanent marker.
2. Sample Size: Collect enough material to fill a large-sized ziplock bag for each sample for hay & silage. For grain, fill a medium-sized ziplock bag.
3. Labeling: Use a permanent marker to label each bag with:
 - Sample # or ID (#1)
 - Name of the field or pit (ex. *South Hayfield*)
 - Test code or what you want tested (see below)

Hay:

1. Collect samples from different bales to get a representative mix.
2. Cut from the center of the bale to avoid the outer, more weathered layers.

Grain:

1. Take samples from multiple points in the bin or storage area.
2. Mix the collected samples thoroughly before placing them in the bag.

Silage:

1. Collect samples from different parts of the bale or pit.
2. Immediately remove as much air as possible and freeze the samples after collection to prevent spoilage.

Mixed:

1. Follow the sampling method for the primary component of the mixture.
2. Ensure all components are well-represented in the sample.

Important Tips:

- Uniform Sampling: Ensure samples are representative by collecting from multiple locations within the field, bin, or pit.
- Clean Tools: Always use clean tools to avoid contamination.
- Proper Labeling: Clear labeling prevents mix-ups and ensures accurate testing.

By following these steps, you ensure your samples are accurate and ready for testing.

Information To Include

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From Producer

- Full Name
- Contact phone number
- Email address

What is in the bag?

On Sample Bag

In permanent marker

- Sample # or ID
- Name of field or pit
- What test code or what to be tested for

What do you need to know? Select an appropriate code.

Proper Storage & Shipping

- Ziplock or vacuum sealed bag
- Hay - no refrigeration needed
- Silage - *must be frozen*
 - Ice packs required when shipping
 - Ship out no later than a Tuesday to prevent spoilage
- Minimum 6 samples required

What field, pit or location did it come from?

Etc...

- Rush shipping for less than 6 samples requires a +\$50 charge to be paid by customer in addition to invoicing for any testing costs
- Results come to PCBFA & will be distributed & invoiced accordingly
- Results will not be released until payment is recieved

Was the sample stored properly?

Correct coding is crucial to getting producers the information they need.

It's important to notify producers who are PCBFA Members, they are eligible for two free BASIC Feed Tests per year (*code 1FFNIR-B*). If they choose a different test, they will be billed the difference in cost. Don't see what they need? Find more codes [here](#).

Infrared Testing

- **Basic Code | 1FFNIR-B**

Commonly Used for Hay ~ Average Price \$43/ea

Contains: Moisture, DM, Ca, P, Mg, K, Na, Insoluble Protein, CP, Lignin, NDF, ADF, NDI-CP, ADI-CP, NFC, RFQ, RFV, TDN, NEL, ME for Cattle, DE, NEM, NEG

Wet Chemistry

- **Basic Code | 1FF**

Commonly Used for Silage, Cover Crops, Green Feed, Grain & Straw ~ Average Price \$56/ea

Contains: Moisture, DM, CP, Ca, P, Mg, K, Na, ADF, TDN, NEL, ME for Cattle, DE, NEM, NEG

- **Common Advanced Code | 3FF**

Commonly Used for Silage, Cover Crops, Green Feed, Grain & Straw ~ Average Price \$75/ea

Contains: Moisture, DM, CP, Ca, P, Mg, K, Na, pH, Nitrates (Total NO₃), ADF, TDN, NEL, ME for Cattle, DE, NEM, NEG

- **Advanced Code | 10FF**

Commonly Used for Horses ~ Average Price \$133/ea

Contains: Moisture, DM, CP, Fat, Ash, Ca, P, Mg, K, Na, Cu, Fe, Mn, Zn, Mo, Lignin, ADF, NDF, Esc (Simple Sugars), Starch (Megazyme), Wsc (Water Soluble Carbs As Simple Sugar), NFC, RFV, Digestible Energy for Horses, NSC, TDN

Common Additive

- **Nitrates Code | + NO₃**

+ \$18.00 Per Test

How to

Ship Samples

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Sample Types:

- Hay: No refrigeration needed; fill a large Ziplock Bag
- Grain: Medium Ziplock Bag
- Silage: Must be frozen and shipped with ice packs; fill a large Ziplock Bag
- Mixed: Follow the guidelines for the primary component.

Packing Instructions:

1. Place samples in a ziplock or vacuum-sealed bag.
2. For silage, ensure samples are frozen and packed with ice packs.
3. Include a physical copy of the Chain of Custody Form in the box.
4. Label each sample with:
 - Sample # or ID
 - Name of the field or pit
 - Test code

Shipping Instructions:

1. Use Purolator for shipping.
2. Ensure samples are shipped no later than Tuesday to prevent spoilage.
3. For fewer than 6 samples, a rush shipping fee of \$50 applies.
4. Shipping is free for 6 or more samples unless your municipality has made an alternate agreement to cover shipping costs.

Let Us Know:

1. Forward a digital copy of the Chain of Custody Form to info@pcbfa.ca at the time of the shipment so we can be prepared to avoid delays in releasing test results to producers.

PCBFA Purolator Code: 2965745

Follow these guidelines to ensure your samples are processed efficiently and accurately!



Drop-off Locations

Name	Location	Contact
Fairview Research Farm	820059, Range Rd 35, Fairview	(780) 523-4033
M.D of Greenview Ag Services (Valleyview)	3602 45 St, Valleyview, AB	(780) 524-7621
Saddle Hills County Office	79177 Range Rd 84, Saddle Hills County, AB	(780) 864-3760
County of Grande Prairie Ag Services	10808 - 100 Ave Clairmont, AB	(780) 532-9727
Big Lakes County Office (High Prairie)	5305-56 Street High Prairie, AB T0G 1E0	(780) 523-5955



Where does it go?

Your samples will be sent to Central Testing Labs for analysis. The results will then be sent to the Peace Country Beef & Forage Association (PCBFA).

How long does it take?

The processing time varies depending on the sample type and test. Typically, it takes about 1-2 weeks from the time the lab receives the samples.

How do I get my results?

PCBFA will receive your results from Central Testing Labs and will distribute them to you accordingly.

Who do I talk to if I have questions?

For any questions, please contact PCBFA. Our team is here to help you with any inquiries regarding the process, results, or other concerns. Call us at 780-523-4033 or e-mail us at info@pcbfa.ca

Invoicing

Invoicing will be handled by PCBFA. You will receive an invoice for any testing costs once the results are processed and distributed. Results will not be released until invoices are paid in full.

Pricing

Pricing depends on the specific tests requested. Please refer to our pricing guide or contact us for detailed information.

Codes

Each test has a specific code that needs to be included on the sample form. Refer to the code cheat sheet provided in the handbook for the correct codes to use.