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*You shall respect the HSE policy of your laboratory for each performed test.*

### ***Instructions to participant laboratories***

**Please read these instructions carefully BEFORE starting the tests.**

1. Three pictures are supplied to each participant – One result per picture must be provided. If one result is missing, your test will be considered as an outlier. An RCA shall be completed. The measurements have to be performed on the provided **TIFF** files.
2. The inclusion rate has to be determined on the **whole surface** of the picture without modifying the proportions of the picture.
3. Each participant is required to determine the following parameter on each picture according to the **ASTM E45-18a** standard:
  - Type of inclusions
  - Severity class for each identified inclusion (different inclusion type may be identified in each picture) **thin and heavy** series to be reported.
  - Oversized if applicable

**Nota:** Please evaluate each picture as if it was a routine job sent by a customer. Please indicate all your observations or remarks in the dedicated section.

The tests shall be performed respecting the following conditions:

- One operator only
  - One dedicated measurement method
4. Results are to be reported as follows for each picture:

Characteristic	Mandatory / Not mandatory	Evaluated Yes/no
Method description (few words)	Mandatory	No
Type of inclusion	Mandatory	<b>Yes</b>
Thin severity for each type	Mandatory	<b>Yes</b>
Heavy severity for each type	Mandatory	<b>Yes</b>
Oversized (µm) if applicable	Mandatory	<b>Yes</b>

The accepted inclusion types and severity will be determined by metallography expert.

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5. Examination shall start **as soon as pictures are received**. Please contact the following e-mail address for any technical or administrative query.

<b>Submission date</b>	<b>November 30<sup>th</sup>, 2023</b>
<b>Technical and administrative support</b>	<a href="mailto:info@ptpscheme.com">info@ptpscheme.com</a>

6. Instructions for submission of results are detailed on the website:

<https://ptpscheme.com>

7. To ensure the confidential treatment of your results in the final report, you will be allocated a unique identity number when you register for the program.

#### REVISION HISTORY

Issue Date	Issue N°	Changes
29/09/2023	1	Document creation
10/10/2023	2	Update section 2 – delete rectangle