**SAMPLE DETERMINATION MINUTE**

(for cigarette)

**Table: 1 General Information**

|  |  |
| --- | --- |
| Applicant company | ……………………………………………………………………………… Company |
| Date and number of the application form of the company [[1]](#footnote-1) | …./…./…… dated and ……………..numbered application |
| Legal grounds | Regulation on Methods and Essentials concerning the Manufacture and the Trade of Tobacco Products’s Article 12 Paragraph 4 |
| Sampling date  | …./…./…… |
| Sampling point | ……Cigarette Production Factory-Packaging department/production department/storage point etc.  |
| Sampling reason | Certificate of conformity for placing on the market- (new/update)/ Supervision |

**Table: 2 Sampling Information**

|  |  |  |
| --- | --- | --- |
| No | Product Brand Type | Sampling amount |
| Stick | Package | Groupment |
| 1 | ………. BLUE (KS RC BOX) | 200 | 10 | 1 |
| 2 | ………. RED (KS RC BOX) | 200 | 10 | 1 |

**Table: 3 Analysis needed and allowed methods for the analysis**

|  |  |  |
| --- | --- | --- |
| Analysis needed | Unit | Standard Methods Allowed |
| Physical Analysis | Cigarette lenght  | (mm) | - |
| Tipping paper lenght  | (mm) | - |
| Filter lenght  | (mm) | - |
| Circumference of cigarette | (mm) | - |
| Weight of cigarette | (mg/cigarette)  | - |
| Weight of tobacco | (mg/cigarette) | - |
| Analysis for Emission  | Tar | (mg/cigarette) | TS ISO 4387 |
| Nicotine | (mg/cigarette) | TS ISO 10315 |
| Carbon monoxide  | (mg/cigarette) | ISO 8454 |
| Chemical Analysis | Total alkaloid (as nicotine)  | (%) | ISO 15152 |
| Total reducing substances  | (%) | ISO 15153 |
| OtherPhysical Analysis | Filter ventilation degree | (%) | ISO 9512 |
| Total ventilation degree | (%) | ISO 9512 |
| Pressure drop of filter | (Pa) | ISO 6565 |

**Table: 4 Address Information**

|  |  |
| --- | --- |
| Laboratory address that samples will be sent | Ministry’s address that results of the analysis will be sent |
|  | Tarım Ve Orman Bakanlığı Tütün Ve Alkol Dairesi BaşkanlığıSöğütözü Mah. Söğütözü Cad. No: 31 06520 Söğütözü-Çankaya/ANKARA |

Samples representing the properties of the brand type listed above were selected by authorized personnel of Ministry Of Agriculture And Forestry, Directorate of Department of Tobacco And Alcohol in company with a personnel from the firm. One batch of samples was kept as witness by the Ministry, one batch was sent to the laboratory for the analysis and one batch was kept by the company for autocontrol purposes.

Hereby minute was prepared as three copies and signed by the personnel whose names and titles given below. DD/MM/YYYY

|  |  |
| --- | --- |
| Sign Name Surname Title Name of the company | Sign Name Surname Title Ministry Of Agriculture And Forestry, Directorate of Department of Tobacco And Alcohol |

Confirmation of the receipt[[2]](#footnote-2)

1. For each application a different minute should be prepared [↑](#footnote-ref-1)
2. This minute with signed as conformation of the receipt and analysis results should be sent to Ministry Of Agriculture And Forestry, Directorate of Department of Tobacco And Alcohol. [↑](#footnote-ref-2)