

EUROPEAN UNION REFERENCE LABORATORY FOR FISH AND CRUSTACEAN DISEASES

Dear colleagues,

These instructions refers to the excel spreadsheet to be filled and delivered with PT results.

Since the management of data collection and analysis is made via an excel-based procedure, we kindly ask you to follow strictly the following instructions.

Concerning 'Accreditation situation':

- Please fill in the white cells.
- Country and name of laboratory will automatically be transferred to the other sheets.
- Please use the file exactly as we deliver it to you, don't make a copy and change the structure.

Concerning 'PT1 Ampoule I-V':

- Fill in the arrival date of the ampoules.
- As described in the example in the spreadsheet, fill in the N/A prefilled white cells with "+" (test performed and **positive**); "-" (test performed and **negative**) and just leave the N/A if you did not perform the test.
- Concerning the column "Concluding results", use only the name of the virus. See the table 1.
- Concerning Ranavirus, according to sequencing results use the name "EHN" or "Ranavirus – NOT EHN".
- Please fill in white cells "date of inoculation", "date of final reading". "Days of inoculation" are calculated automatically.
- Do only use X or x when filling out the titer table and nothing else
- Remember to mark the cell lines used for titration.
- Please insert detailed information about the isolate in the sequencing sheet.
- Please use the file exactly as we deliver it to you, don't make a copy and change the structure.

Concerning 'PT2 Ampoule VI-IX':

- As described in the example in the spreadsheet, fill in the N/A prefilled white cells with "+" (test performed and **positive**); "-" (test performed and **negative**) and just leave the N/A if you did not perform the test.
- Insert Ct. values if Real-Time PCR has been performed.
- Concerning the column "Concluding results", use only the name of the virus. See table 1.
- In order to improve harmonization between procedure and protocols used in different fish disease laboratories, please insert in the table which kind of thermocycler you use, which software, the nucleic acid purification kit, the primers etc.
- Please insert detailed information about the isolate in the sequencing sheet.
- Please use the file exactly as we deliver it to you, don't make a copy and change the structure.

Concerning 'Sequencing results':

- The column 'Pathogen Identification' will be filled in automatically, transferred from the sheets with the results on PT1 and PT2
- Concerning the column "Genotype", type in only the genotype of the virus. See table 1.
- Feel free to type in all other relevant information such as serotype, possible isolate etc. in the column 'Additional information'.
- Please use the file exactly as we deliver it to you, don't make a copy and change the structure.

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Table 1:

To be inserted in “Concluding results” for Ampoule I-IX	To be inserted in “Genotype” for Sequencing results.
VHSV	I (a-e), II, III, IV (a-d)
IHNV	U, M, L, E, J
EHNV	EHNV
Ranavirus – NOT EHNV	Not EHNV
SVCV	Genogroup 1 (a-d), 2, 3, 4
Birnavirus II (Telinavirus)	-
Perch Rhabdovirus	-
IPNV	Genogroup 1, 2, 3, 4, 5 Optionally: within genogroup 1 – genotype (1-4)
ISAV	HPR Deleted / HPRO
KHV	CyHV (1-3)
SAV	1, 2, 3, 4, 5, 6

Do not hesitate to contact us if you need further information or explanation and remember that suggestions for improving are always welcome.

Niccoló Vendramin and Teena Klinge