

## PRE-SAMPLING EVENT CHECKLIST

*Pursuant to CCR 16 section 5304 the licensed distributor must take physical possession of a cannabis goods batch prior to arranging a regulatory compliance sampling event.*

### A sampling manifest must be completed to schedule a sampling event. Please include the following:

(Contact the lab at 818-922-2416 for a copy of the CannaSafe Sampling Manifest. For existing clients, this information can also be submitted via the client portal at <http://tracker.csalabs.com>.)

- ☒ Quantity of batches to be sampled
- ☒ Product type of each batch to be sampled (i.e. Plant, Concentrate, Ingestible or Topical)
- ☒ Distributor/Microbusiness license # and physical licensed address
- ☒ Producer license # and physical licensed address (PO Boxes cannot be accepted as a licensed address)
- ☒ Batch ID's
- ☒ Batch/Sample names
- ☒ Total batch size for each batch
- ☒ Production/Harvest dates

### Contact Information for Sampler

(This information must be provided to CSA LA LLC [CannaSafe] upon pickup request)

- ☒ Provide a reliable contact number for the available representative supervising the sampling event at the distribution facility
- ☒ A brief description of how each batch is stored at distribution facility (i.e. number of storage containers for each batch)

### Distributor Responsibilities:

- ☒ Please prepare for the sampler to arrive within the scheduled arrival time window
- ☒ Please provide parking for the sampling vehicle as close to the distribution facility as possible
- ☒ Provide sufficient work space for the sampler to collect batches and record information on the Chain of Custody
- ☒ Provide wireless internet access if facility is located in an area with no cell reception
- ☒ Ensure the entire batch size for each batch is present and accessible for sampling (PLEASE do not expect your sampler to lift large boxes and climb ladders)
- ☒ For Cannabis Product Batches, ensure each unit within the batch is packaged and labeled with batch IDs
- ☒ An employee of the licensed distributor must be present during the entire sampling event (the representative cannot touch the batches being sampled but may help to open storage containers at the samplers request)
- ☒ An employee of the licensed distributor must review the Chain of Custody for accuracy prior to signing over custody to the sampler
- ☒ If applicable, complete a METRC Transfer and provide a physical copy of the METRC manifest and the associated UID tags to the sampler

## SAMPLING FACTS

### Harvest Batch Facts

(Flower/Trim):

- Batch size cannot exceed 50lbs or 22,679.6 grams
- The sampler must collect a representative sample from each prepackaged or bulk harvest batch.
- The representative sample must weigh (at minimum) 0.35% of the total harvest batch weight.
- The sampler may collect a larger sample size if necessary to perform the required testing

Batch Size (pounds)	Minimum Increments (per sample)	Maximum Sample Size
≤ 10.0	8	16 g
10.1 - 20.0	16	32 g
20.1 - 30.0	23	48 g
30.1 - 40.0	29	64 g
40.1 - 50.0	34	80 g

### Cannabis Product Batch Facts

(Concentrate/Preroll/Infused Products):

- Batch size cannot exceed 150,000 units
- Each unit within the batch must be packaged and labeled with batch IDs
- The sampler must collect a representative sample of a cannabis product or pre-roll batch by collecting, at minimum, the number of sample increments relative to the batch size
- The sampler may collect a greater number of sample increments if necessary to perform the required testing (please ask about our field sampling reference guide for more details)
- Sample increment is defined as 1 packaged unit
- Final Packaging - A distributor is not permitted to package or repackage manufactured cannabis products. Prior to release of a cannabis product to a distributor, a manufacturer licensee must ensure that the product is in finished form and is labeled and packaged in its final form for sale.
- Variety packs with multiple batch IDs cannot be accepted for testing

Cannabis Product or Preroll Batch Size (units)	Number of Sample Increments (per sample)
≤ 50	2
51 – 150	3
151 – 500	5
501 – 1,200	8
1,201 – 3,200	13
3,201 – 10,000	20
10,001 – 35,000	32
35,001 – 150,000	50