



# County of Santa Barbara Cannabis Business Licensing Quality Control Plan

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**\*See below for specific License requirements\***

Please describe in detail how the applicant proposes to address the following Quality Control Procedures:

Required for **Distributors, Retailers, and Microbusinesses engaging in Distribution or Retail Activities:**

**1. Describe the applicant's procedures for packaging and labeling.**

- a. Procedures for verifying labeling contents for cannabis goods batches, when transferring between licensees and storage. Include how the applicant verifies the name, license number or manufacturer or cultivator, date of entry into storage area, unique identifiers and batch number, description of cannabis goods, weight and/or quantity of unit in batch, and expiration or sell-by date (if applicable).
- b. Procedures for verifying labeling contents for cannabis goods for retail sale including final form of verification, primary panel labeling, and informational panel labeling.
- c. Procedures for verifying labeling contents for cannabis goods for retail sale including net weight (if applicable), identification of the source and date of cultivation, type of cannabis, date of packaging, county of origin (if applicable), allergen warning (if applicable), and unique identifier.
- d. Procedures for verifying government warning label requirements.
- e. Procedures for verifying cannabis products required to have "For Medical Use" labeling, if applicable.
- f. Procedures for verifying packaging requirements including tamper-evident, child-resistant, and resealable child-resistant exit packaging, if applicable.

**2. Describe how the applicant will avoid and/or limit deterioration and contamination of any cannabis goods, including, but not limited to: pest control, environmental controls, maintenance and cleaning services.**

**3. Describe the applicant's procedures for handling returns.**

**4. If applying for a distributor license, provide the following information.**

- a. Storage procedures, which include:
  - i. Whether the applicant is providing storage-only services to other licensees, and if so, which licensees and license types.
  - ii. Identify all limited-access areas on the premises, and storage areas of cannabis goods in limited-access areas.
  - iii. Procedures for storage and separation of cannabis goods batches for testing.
- b. Labeling and packaging procedures, which include:
  - i. When labeling and packaging will occur.



# County of Santa Barbara Cannabis Business Licensing Quality Control Plan

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- ii. Area of premises where labeling and packaging will occur.
- c. Sampling procedures, which include:
  - i. Provide the timeframe for making testing arrangements after taking physical possession of cannabis goods batches.
  - ii. Provide the sampling procedures for ensuring correct batch size, incremental sampling, and how the distributor will ensure that the distributor employee has no contact with cannabis goods or sampling equipment.
  - iii. Provide procedures for video recording sampling of cannabis goods batches
  - iv. Provide chain of custody procedures for cannabis goods batches.
- d. Testing Results Procedures, which include:
  - i. Procedures for a failed sample, including remediation and/or cannabis waste procedures.
  - ii. Procedures for a passed sample.
  - iii. Track and Trace procedures following testing.
  - iv. Certificate of Analysis review procedures.

## Required for **Testing Laboratories:**

- 1. Provide a description of storage and handling procedures for samples.**
- 2. Specify preservation methods used for samples. Include methods that prevent sterility issues and cross-contamination.**
- 3. Provide the hold time for all sample types and matrices.**
- 4. Provide a description of the procedure(s) used for obtaining representative samples for all matrices.**
- 5. Specify the following:**
  - a. Equipment and supplies used during sampling, such as calibrated scale, gloves, collection bags, etc.
  - b. Sampling tools used for each matrix type, including changing disposable gloves between the sampling of each batch and the sterilization or sanitation methods to prevent cross-contamination.
  - c. Any preventative measures used to ensure the sampling area is free of contaminants.
  - d. The procedure for weighing samples during collection with a calibrated balance, including calibration steps.
  - e. Storage and preservation of samples collected, including how the samples will be contained to prevent contamination and tampering.



# County of Santa Barbara Cannabis Business Licensing Quality Control Plan

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- f. The procedure for assigning each representative sample a unique sample identifier.
- g. The procedure for recording the conditions during sampling and transportation on the chain of custody form, including any problems, issues, or observations.
- h. How the sampling procedure follows chain of custody protocols.

## Required for **Manufacturers:**

1. How will the building be maintained to ensure clean and sanitary operations and minimize contamination of cannabis products, ingredients, equipment and supplies? Include a description of grounds maintenance, plumbing/drainage, pest exclusion and ventilation.
2. What measures will be taken to prevent cross contamination and adulteration of products? Include description of how raw material will be stored and how equipment will be cleaned and sanitized.
3. What measures will be used to ensure workers maintain personal hygiene and cleanliness?
4. How will the business address complaints and recalls?