State of California Gavin Newsom, Governor

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	DATA PACKAG	E COVER	PAGE AN	ND CHECKLIST		
The laboratory shall com analyzes, prior to release laboratory employee mee	of the COA. This form	shall be signe	ed and date	d by the reviewing s	uperviso	
Laboratory Name:						
Reviewing Supervisory or Management Laboratory Employee Name: Email:						Phone Number:
Laboratory Premises Address:						Number:
·						
or each test method propreparation, analyses, da			the laborate	ory employee that p	erforme	d the sample
Test Method	Sample Preparation	Sample A	nalysis	Data Review		Final Approval
Cannabinoids						
Foreign Material						
Heavy Metals						
Microbial Impurities						
Mycotoxins						
Moisture Content and Water Activity						
Residual Pesticides						
Residual Solvents and Processing Chemicals						
Terpenoids						

BCC-LIC-024 (New 10/18)

1. At a minimum, t	ne data package shall contain the following (indicate the number of pages for each, if none, indicate	as "N/A"):
sample, if any. Ra	patch LQC sample results including date stamped instrument raw data, such as chromatograms for exported directly from the instrumentation used in the measurement. This includes, but no ncentration determination, chromatograms, qPCR graphs and Cq values.	
	patch sample results including date stamped instrument raw data, such as chromatograms for each s is not limited to, sample concentration determination, chromatograms, qPCR graphs and Cq values.	sample, if any.
c. Instrument test i	method with parameters, if any.	
d. Instrument tune	report, if any.	
	ration data, if any. Instrument calibration data includes, but is not limited to, calibration standard conc chromatograms and the Coefficient of Determination (r²).	centrations,
f. LQC sample rep	ort that includes LQC acceptance criteria, measurements, analysis date, and matrix.	
	ms, pictures, or copies of laboratory notebook pages and any other pertinent documentation related raceability of all reagents, reference materials, and standards used for analysis.	to the
h. Analytical seque	ence, if any.	
i. Shipping manifes	st, as required under 16 CCR section 5314.	
j. The COC form, a	as required under 16 CCR section 5706.	
k. The completed	COA, as required under 16 CCR section 5726.	
do all of the following a. Review the analogous	ackage is compiled, and prior to the release of the COA, the supervisory or management laboratory on the initial and date the items listed below indicating the tasks were completed: ytical results for technical correctness and completeness, including ensuring LQC samples meet the in 16 CCR section 5730.	
Initials:	Date:	
b. Verify that the re	esults of each analysis carried out by the laboratory are reported accurately, clearly, unambiguously,	and objectively.
Initials:	Date:	
, , ,	ing below, the supervisory or management laboratory employee is attesting that they have reviewed ove of the contents and laboratory results.	the complete data
3. Signature of sup	pervisory or management laboratory employee:	Date:

DISCLOSURES

Mandatory Submission

Submission of the requested information is mandatory unless otherwise noted. Failure to provide any of the required information may result in disciplinary action.