



# INDUSTRIAL HEMP SAMPLER

Online Certification Training

*Agriculture.Mo.Gov*

# Hemp Program Staff

**Alan Freeman**

Program Administrator

**Erin Casey-Campbell**

Program Coordinator

[hempprogram@mda.mo.gov](mailto:hempprogram@mda.mo.gov)

Email is best contact method



# Information Availability

- All information is available on our website and updated frequently

## Missouri Department of Agriculture website

- [www.agriculture.mo.gov](http://www.agriculture.mo.gov)
  - Plants & Pests tab
    - Industrial Hemp Program page
      - » Certified Sampler tab



http://Agriculture.mo.gov

Missouri Department of Agriculture

MISSOURI dept. of Agriculture

MO.gov Governor Parson Find an Agency Online Services Search

Ag Business Animals & Livestock Grains **Plants & Pests** Weights & Measures Consumers

Industrial Hemp Program

*Farm for life*

MISSOURI Agriculture

Recent News | Director Chinn Issues Statement on USMCA

Agriculture.Mo.Gov



## Main page for industrial hemp:

<https://agriculture.mo.gov/plants/industrial-hemp/>

### Missouri's Industrial Hemp Law

The Missouri Department of Agriculture's Industrial Hemp Program regulates the production and sales of viable industrial hemp in accordance with the federal and state law. The Program reviews applications for persons interested in producing, selling, distributing or offering for sale viable industrial hemp in Missouri. The Program cooperates with the Missouri State Highway Patrol, USDA and other state and federal agencies in the administration of the Missouri Industrial Hemp Law. The Program also administers the Certified Industrial Hemp Sampler program certifying persons for the collection of compliance sampling for laboratory analysis.

On Oct. 31, 2019, the United States Department of Agriculture published an Interim Final Rule, which established the federal regulatory framework for industrial hemp growth in the United States. The guidance from USDA further provided states the opportunity to operate without an approved state plan for one year as an extension. Missouri will operate under the extension and, as a result, will not submit an official state plan to USDA for the 2020 growing season. Missouri's Industrial Hemp Program will operate under the authority granted by Missouri Senate Bill 133 and an extension of the 2014 Farm Bill. The full federal rule text is available from [USDA's website here](#) and was open for public comment Nov. 1 – Jan. 29, 2020.

- Applications
- Registered Producers
- Permit Holders
- Certified Sampler
- Frequently Asked Questions
- Additional Resources

- Plants & Pests
- Feed
- Industrial Hemp
  - Applications
  - Registered Producers
  - Permit Holders
  - Certified Sampler
  - Frequently Asked Questions
  - Additional Resources
- Integrated Pest Management
  - Noxious Weeds
- Nurseries & Greenhouses
- Pesticide Control
  - Certification & Licensing
  - Database Searches
  - Endangered Species
  - Enforcement & Inspections
  - Registering Pesticides
  - Worker Protection
- Plant Pest

Certified Sampler tab can be accessed from either of these menus

## Certified Industrial Hemp Sampler

Once a person's application is approved by the Missouri Department of Agriculture and a certification number has been received, that person is authorized to collect compliance samples for Registered Producers who hire them. All compliance samples must be collected in accordance with the Missouri Department of Agriculture Sampling Protocol.

Missouri Industrial Hemp Program rules for the 2020 growing season can be reviewed at the **Missouri Secretary of State's website** or at the link below. Please note in the attached documents all *[bracketed and italicized]* language is being deleted. All **bold** language is new.

[Hemp Program Rules](#)

### List of Certified Samplers

Certified Industrial Hemp Samplers are not employees, contractors, or representatives of the Missouri Department of Agriculture. Certification only authorizes a person to collect compliance samples for Registered Producers.

- [Certified Industrial Hemp Samplers April 3, 2020](#)

### Timeline for Certified Industrial Hemp Samplers

*Dates are subject to change.*

Nov 1	Annual report to MDA
By End of 2020	Anticipated changes to Missouri Industrial Hemp Program

### Sampling

- [Sampling Protocol](#)
- [Sampling Log](#)
- [Chain of Custody Form](#)

- [Applications](#)
- [Registered Producers](#)
- [Permit Holders](#)
- [Certified Sampler](#)
- [Frequently Asked Questions](#)
- [Additional Resources](#)

Summaries of information from this course can be reviewed in rule & the Sampling Protocol

<https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>

# Overview

- Background
- Who is a Certified Sampler?
- Setting up services
- Recordkeeping & reporting
- Sampling
- Optional after-sampling services
- Next steps





# Certified Industrial Hemp Samplers

# BACKGROUND



# Background

- Missouri Department of Agriculture's Industrial Hemp Program approves:
  - **Producer Registrations**
    - Required to produce hemp in MO
  - **Agricultural Hemp Propagule & Seed Permits**
    - Required to sell/distribute any viable hemp in MO including seeds, clones, seedlings, etc.

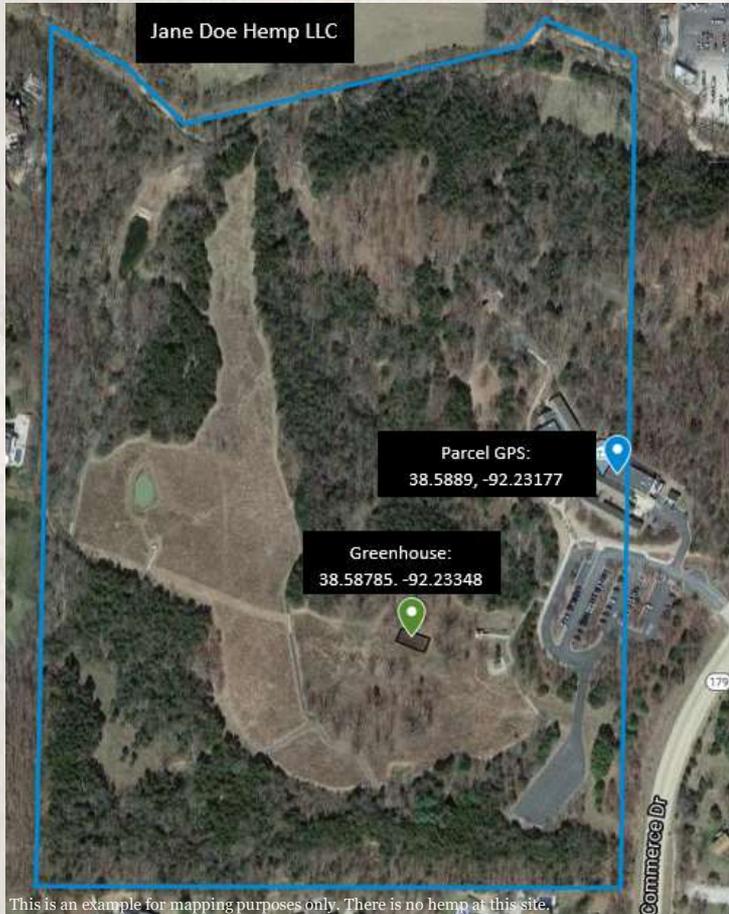
Viable = capable of living, growing, or germinating



# Background

- *When applying* to the program, Registered Producers must identify the **parcel** on which they will operate/grow hemp

# Background



- **Parcel**

- Piece of land as designated by a unique legal land description
- Corresponds with county ownership records  
Ex: Blue boundary

This is an example for mapping purposes only. There is no hemp at this site.

# Background

- *After planting*, Registered Producers must **identify the lot(s)** they have planted
  - There may be one or many lots contained within a parcel

# Background

- **Lot**
  - Group of plants of the same variety/strain in a continuous area
    - May be indoors or outdoors
  - Ex: Different-colored fields/areas



This is an example for mapping purposes only. There is no hemp at this site.

# Background

- Lot information is submitted by Registered Producers (to MDA) within 30 days of planting
  - Using a *Lot Identification Form* and map  
(example on next page)



# Lot Identification Form

Review the [Lot Identification Guidance](#) for further clarification. For unique operations, the Department may accept the use of other templates with prior approval.

REGISTRATION #						FORM COMPLETION DATE	<input type="checkbox"/> ORIGINAL	<input type="checkbox"/> REVISION
LOT ID <sup>2</sup> A1, A2, etc.	COMMENCEMENT DATE(S) <sup>3</sup>	VARIETY	AMOUNT In acres, ft <sup>2</sup> , #	GPS OF FINAL LOCATION <sup>4</sup>		NOTES		
				LAT (XX.XXXXX)	LONG (-YY.YYYYY)			

- Corresponding map included
- Certified Samplers will verify lot information on this form with actual lots on site



# Background

- Each **lot** requires its own compliance sample
- Lots must be physically separated and clearly identifiable on site



<https://www.pexels.com/photo/bird-s-eye-view-of-river-in-middle-of-green-fields-1483880/>

# Background

- Registered Producers must use a Certified Industrial Hemp Sampler
  - To collect sample(s) for *each lot* of industrial hemp
  - Within 15 days prior to harvest





# WHO IS A CERTIFIED SAMPLER?



# Certified Industrial Hemp Samplers ARE:

- Also referred to as “CIHS” or Certified Samplers
- Individuals authorized to collect compliance samples for regulatory testing
  - Compliance samples must be collected in accordance with MDA *Sampling Protocol*
    - <https://agriculture.mo.gov/plants/industrial-hemp/sampling-protocol.pdf>

# Requirements for Certification

1. Completion of this training
2. Passing of provided exam
  - 80% or better
3. Submission of application
  - Including \$50 fee to the Department

More information on #2 & #3 at the end of this presentation



# Certified Samplers ARE:

- Certified for three (3) years with continued compliance
  - Recordkeeping, reporting, annual fees, adherence to Sampling Protocol & other standards, etc.
- Able to charge fees to producers
  - Can be hourly, per sample, per acre, etc.
  - Up to you/your business & the market
  - MDA does not process or regulate these fees
  - Directly invoiced to the producer



# Certified Samplers:

- Are not eligible to sample for registrations in:
  - Their name
  - Their employer's name
  - Which they are a key participant
- Are not MDA employees, contractors, or representatives



# Certified Samplers:

- Are not authorized to:
  - Access the parcel outside of the sampling appointment
  - Access any fields, buildings, rooms, or facilities not granted by the Registered Producer or their appointed representative
  - Confiscate any plant material beyond sample collection
  - Make determinations of compliance, including testing



**Certified Industrial Hemp Sampler**  
**SETTING UP SERVICES**



# Setting Up Services

- Registered producers are advised (but not required) to schedule a ‘sampling appointment’ with a CIHS no later than thirty (30) days prior to harvest



# Setting Up Services

- Certified Industrial Hemp Samplers (CIHS) may contact Registered Producers; or,
- Registered Producers may contact CIHS
  - CIHS contact info is listed online
- **Not arranged by MDA staff**

# Setting Up Services: CIHS List

## Certified Industrial Hemp Sampler

Once a person's application is approved by the Missouri Department of Agriculture and a certification number has been received, that person is authorized to collect compliance samples for Registered Producers who hire them. All compliance samples must be collected in accordance with the Missouri Department of Agriculture Sampling Protocol.

Missouri Industrial Hemp Program rules for the 2020 growing season can be reviewed at the **Missouri Secretary of State's website** or at the link below. Please note in the attached documents all *[bracketed and italicized]* language is being deleted. All **bold** language is new.

**Hemp Program Rules** 

### List of Certified Samplers

Certified Industrial Hemp Samplers are not employees, contractors, or representatives of the Missouri Department of Agriculture. Certification only authorizes a person to collect compliance samples for Registered Producers.

- **Certified Industrial Hemp Samplers April 3, 2020** 

- **Applications**
- **Registered Producers**
- **Permit Holders**
- **Certified Sampler**
- **Frequently Asked Questions**
- **Additional Resources**

- Public CIHS list available on the MDA website

<https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>



# Setting Up Services: CIHS List

Missouri Department of Agriculture  
Plant Industries Division  
Industrial Hemp Program  
Certified Industrial Hemp Samplers

April 3, 2020

Certification Number	Name	Business Affiliation	Originating County*	Business Phone	Business Email address
29_CS00186	Kenny Wilburn	N/A	Linn	(660) 247-2409	kennywilburn28@gmail.com
29_CS00190	Laddie Briscoe	N/A	Scotland	(660) 341-5426	laddie.briscoe@gmail.com
29_CS00191	Lucky LaRue Martin	Hemppies	Oregon	(417) 421-2176	N/A
29_CS00192	Emmanuel Babalola	N/A	Cole	(573) 680-8195	babalolamuyizz@gmail.com
29_CS00193	David Middleton	N/A	Lawrence	(417) 466-8056	middletonfarm@gmail.com
29_CS00201	Jim Bensing	Darby Farms	Jefferson	(314) 546-8477	darbyfarmsmo@yahoo.com

Registered Producers can use this publicly available list to contact a Certified Sampler to set up an appointment.



# Setting Up Services: CIHS List

Missouri Department of Agriculture  
 Plant Industries Division  
 Industrial Hemp Program  
 Certified Industrial Hemp Samplers

April 3, 2020

Certification Number	Name	Business Affiliation	Originating County*	Business Phone	Business Email address
29_CS00186	Kenny Wilburn	N/A	Linn	(660) 247-2409	kennywilburn28@gmail.com
29_CS00190	Laddie Briscoe	N/A	Scotland	(660) 341-5426	laddie.briscoe@gmail.com
29_CS00191	Lucky LaRue Martin	Hemppies	Oregon	(417) 421-2176	N/A
29_CS00192	Emmanuel Babalola	N/A	Cole	(573) 680-8195	babalolamuyizz@gmail.com
29_CS00193	David Middleton	N/A	Lawrence	(417) 466-8056	middletonfarm@gmail.com
29_CS00201	Jim Bensing	Darby Farms	Jefferson	(314) 546-8477	darbyfarmsmo@yahoo.com

The “originating county” is only an indicator of general location. CIHSs are *not* restricted to operating only in this county.





**Certified Industrial Hemp Sampler**  
**RECORDKEEPING & REPORTING**



# CIHS Records

- Certified Industrial Hemp Samplers (CIHS) have their own recordkeeping requirements
  - *Chain of Custody* form
    - Attached to every sample collection bag
  - Sampling log
    - All submitted annually (Nov 1)

<https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>



# Chain of Custody Form



MISSOURI DEPARTMENT OF AGRICULTURE  
PLANT INDUSTRIES DIVISION  
INDUSTRIAL HEMP PROGRAM

## SAMPLE CHAIN OF CUSTODY

- Compliance sample  
 Non-compliance sample (certified sampler section may be blank, if applicable)  
*Reason for sample:*

### REGISTERED PRODUCER

LAST NAME	FIRST NAME
PHONE	REGISTRATION #

### CERTIFIED INDUSTRIAL HEMP SAMPLER

LAST NAME	FIRST NAME
PHONE	SAMPLER #

### SAMPLE

SAMPLE ID (Producer # - Lot ID - MMDDYY)

- ORIGINAL  
 DUPLICATE

DATE COLLECTED	APPRX. AMOUNT
----------------	---------------

Completed by  
Certified Sampler  
at the time of  
sample collection

*Attached to every sample bag*

Available online at:

<https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>

*Agriculture.Mo.Gov*



# Chain of Custody Form



MISSOURI DEPARTMENT OF AGRICULTURE  
PLANT INDUSTRIES DIVISION  
INDUSTRIAL HEMP PROGRAM

- Compliance sample
- Non-compliance sample (certified sampler section may be blank, if applicable)
- Reason for sample:*

## REGISTERED PRODUCER

LAST NAME

FIRST NAME

PHONE

REGISTRATION #

## CERTIFIED INDUSTRIAL HEMP SAMPLER

May be used for  
non-compliance  
samples also

- Ex: pest/disease, tissue analysis, CBD content check, etc.
- Review laboratory requirements, possibly for additional paperwork or agreements

<https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>



# Chain of Custody Form



MISSOURI DEPARTMENT OF AGRICULTURE  
PLANT INDUSTRIES DIVISION  
INDUSTRIAL HEMP PROGRAM

- Compliance sample  
 Non-compliance sample (certified sampler section may be blank, if applicable)  
*Reason for sample:*

**REGISTERED PRODUCER**

LAST NAME	FIRST NAME
PHONE	REGISTRATION #

**CERTIFIED INDUSTRIAL HEMP SAMPLER**

Non-CIHSs may use this form too

- Ex: producers can collect their own non-compliance samples
  - Pest/disease, tissue analysis, CBD content check, etc.

<https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>



# Chain of Custody Form

## Sample information

- Record Sample ID (see next slide)

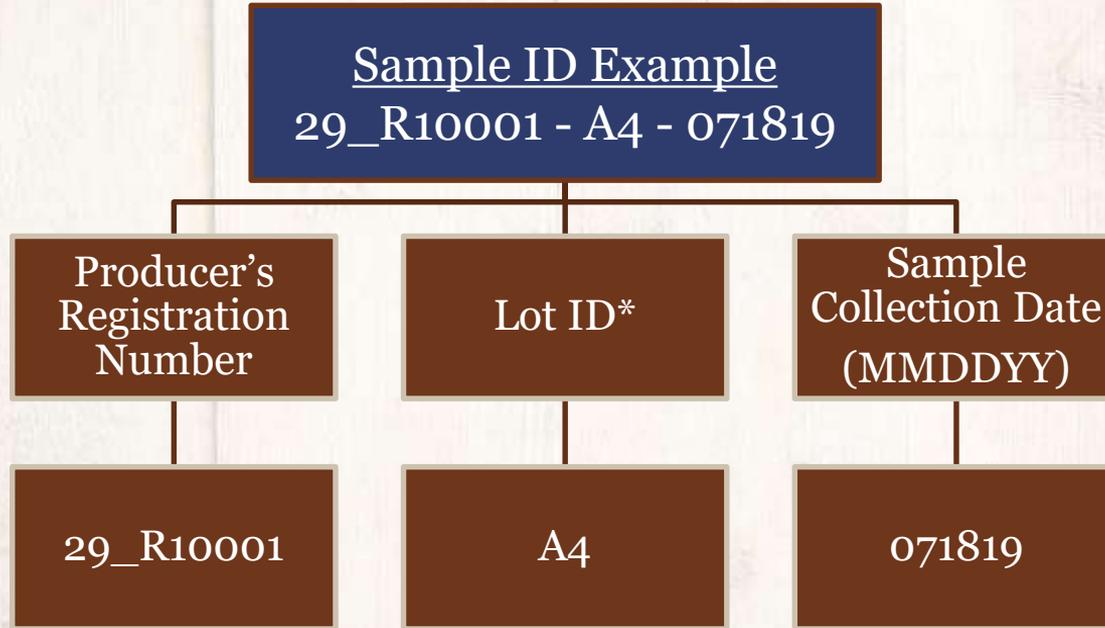
More on this later

<b>SAMPLE</b>	
SAMPLE ID (Producer # - Lot ID - MMDDYY)	
<input type="checkbox"/> ORIGINAL <input type="checkbox"/> DUPLICATE	
DATE COLLECTED	APPRX. AMOUNT
LOT GPS: Latitude	LOT GPS: Longitude

Recorded by Certified Sampler based on actual location of sampling; May not be exact match, but verifies the area to be sampled is the correct lot as listed on their *Lot Identification Form*.



# Creating the Sample ID



\*Lot ID provided by the Registered Producer & must correspond with their submitted Lot Identification Form.



# Sampling Log



MISSOURI DEPARTMENT OF AGRICULTURE  
PLANT INDUSTRIES DIVISION  
INDUSTRIAL HEMP PROGRAM

SAMPLER # \_\_\_\_\_  
CERTIFIED INDUSTRIAL HEMP SAMPLING LOG

Sample ID Producer # - Lot ID – MMDDYY of Collection	Duplication	Post-Collection	Notes
	<input type="checkbox"/> ORIGINAL	<input type="checkbox"/> CIHS shipped/delivered to lab listed in notes <input type="checkbox"/> Registered producer will ship/deliver	
	<input type="checkbox"/> DUPLICATE <input type="checkbox"/> NO DUPLICATE CREATED	<input type="checkbox"/> Retained by CIHS at facility listed in notes <input type="checkbox"/> Retained by registered producer	

- Available on Certified Sampler webpage
- Maintained in ‘real time’ & retained for 3 years
- **Submit to MDA annually**





**Certified Industrial Hemp Sampler**  
**SAMPLING: PREPARATION**



# Sampling Protocol

- **An overview of these details are provided in the *Sampling Protocol***
  - Available online on MDA website

<https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>

## Sampling

Sampling Protocol 

Sampling Log 

Chain of Custody Form 

# Sampling Appointment

- For 2020 growing season:
  - Registered producers or their authorized representative may accompany the Certified Sampler throughout collection
- After 10/31/2020, they may be required by law to accompany Certified Samplers throughout collection



# Equipment & Supplies

- **Garden pruners, shears, or similar tool**
  - Cleaned before/after each sample to prevent contamination
- **Cleaning wipes**
- **Disposable gloves**
  - New pair per sample



# Equipment & Supplies

- **New, unused collection bag(s)**
  - Free of THC-containing material
- **Tamper-evident tape**
- **Writing utensil (non-erasable)**
- **GPS unit**
  - Many phones have required capabilities



# Lot Evaluation

- **Record GPS coordinates**
  - On *Chain of Custody* Form
  - Should verify or be close to the GPS location on the producer's *Lot Identification Form*
  - Many phones have GPS capabilities
    - “Drop a pin”

# Lot Evaluation

- **Review the growing area**
  - *Identify boundaries of the lot*
  - Producers are instructed to make sure lots are physically separated



<https://www.pexels.com/photo/bird-s-eye-view-of-river-in-middle-of-green-fields-1483880/>



<https://pixabay.com/photos/crop-landscape-agricultural-2387552/>

# Lot Evaluation

- **Review the growing area**
  - Evaluate crop performance to ensure relative uniformity within the lot



<https://pixabay.com/photos/crop-landscape-agricultural-2387552/>

Did the crop perform similarly across the growing area?  
Does this look like the same variety throughout?  
Are there any ‘problem areas’?



Pest Damage

<https://www.growingproduce.com/crop-protection/field-scouting-guide-colorado-potato-beetle/>



Standing water

<https://ipcm.wisc.edu/blog/2014/06/flooding-effects-on-corn/>



Low spots, fungal/diseases

<http://www.knowledgebank.irri.org/step-by-step-production/growth/pests-and-diseases>



Borders

[https://www.canr.msu.edu/news/irrigation\\_water\\_management\\_and\\_soybean\\_diseases](https://www.canr.msu.edu/news/irrigation_water_management_and_soybean_diseases)

Small problem area?

**Avoid** sampling from those plants & **make notes** in Sampling Log



<https://www.canr.msu.edu/news/2018-michigan-forage-variety-test-report-now-available>



<http://bulletin.ipm.illinois.edu/?p=3780>



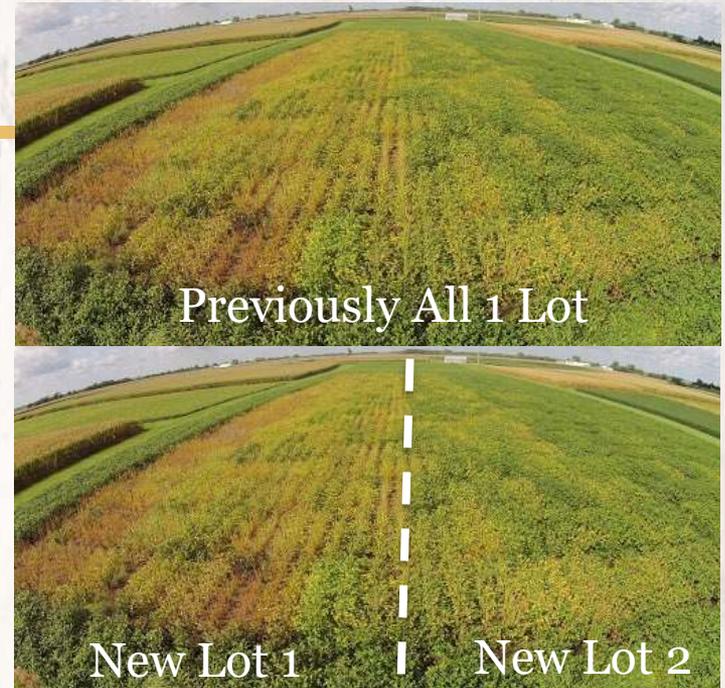
[https://www.washingtonpost.com/local/maryland-news/east-coasts-first-outdoor-commercial-cannabis-harvest-underway/2019/10/07/80ff7f8-e52c-11e9-9331-2df12d56a80b\\_story.html](https://www.washingtonpost.com/local/maryland-news/east-coasts-first-outdoor-commercial-cannabis-harvest-underway/2019/10/07/80ff7f8-e52c-11e9-9331-2df12d56a80b_story.html)

Larger problem areas?

Question of same variety?

# Lot Evaluation

- **Large problem area? Not uniform?**
  - Discuss further separation of lots with the producer - *it is up to them*
    - If they choose to separate, they will need to update *Lot Identification Form* accordingly and resubmit immediately
  - **Make notes in your CIHS Sampling Log**



<http://bulletin.ipm.illmois.edu/?p=3780>



## Certified Industrial Hemp Sampler

# SAMPLING: PLANT & CUTTING SELECTION



# But First...

- **Cutting = plant material that is cut off of a plant**
- **Sample = group of cuttings**
  - Taken from *many plants* that are representative of an entire area
  - One cutting per plant

# How Many Plants?

- Determine how many plants you will take cuttings from
  - How large is the lot?
    - Information available on *Lot Identification Form* that was provided by the Registered Producer

# How Many Plants?

- Based on the lot size, the total sample will include cuttings from:
  - Minimum of six (6) plants
    - Either per lot or per acre, whichever is smaller
  - Maximum of one hundred fifty (150) plants
- At each plant, one cutting will be taken

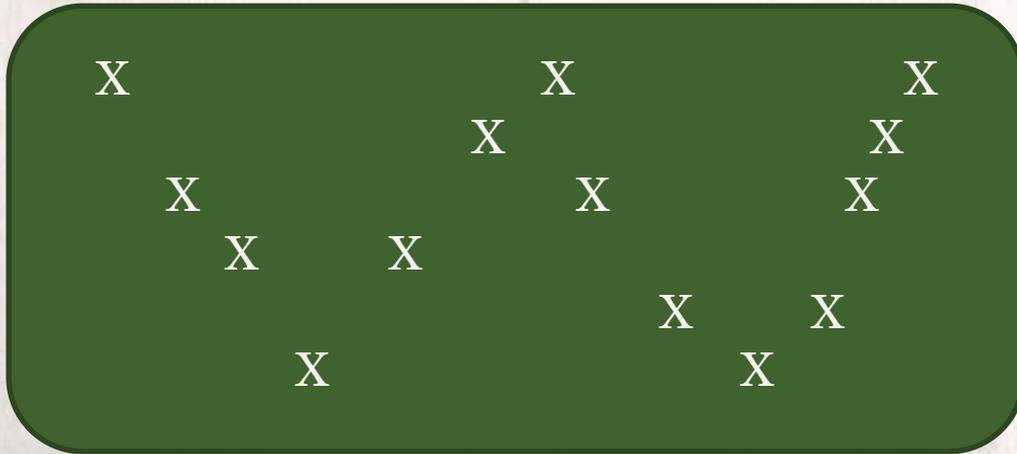
Actual number of cuttings is decided between producer & CIHS, but must fall within the range

Lot Size	Min. # Plants (1 cutting per plant)	Max. # Plants (1 cutting per plant)
0.25 acres	6	150
1.0 acre	6	150
5.0 acres	30	150
10.0 acres	60	150
15.0 acres	90	150
20.0 acres	120	150
25.0+ acres	150	150



# Selecting the Plants

- Select plants across the entire area that create an approximate overall pattern of “W” or “Z”



**Avoid** plants in small problem areas, and within 10 feet of borders, when possible

# Selecting the Cutting

- At each selected plant:
  - Choose any branch that is in the **top one-third (1/3)** of the above-ground plant material

For some plants, only the central stem meets this requirement



# Selecting the Cutting

- And from that branch:
  - Take a cutting from the **tip** of that branch, that is either:
    - ~**20 cm** (7.87 in) long; or
    - The entire length of floral material on that branch



# Cutting Collection

- As you collect cuttings from plants across the lot, place them directly into your collection bag
  - Do not manipulate the cuttings in any way
  - Use additional bags as needed

# No Commingling

- Cuttings from separate lots *shall not be commingled*, including lots of the same variety
  - Pre-label collection bags to avoid accidental commingling



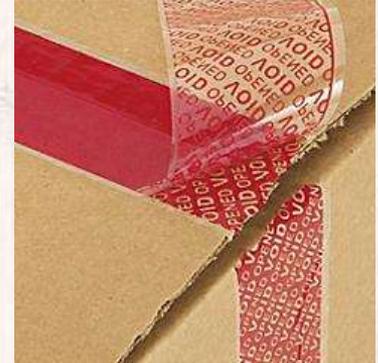
**Certified Industrial Hemp Sampler**

# **SAMPLING: CHAIN OF CUSTODY**



# Sealing of Bags

- The Certified Sampler shall **seal** all collection bags with tape
  - “True” tamper-evident tape (like pictured on the right) is highly preferred
- Both parties must sign or initial over the edge of the tape on each bag
  1. Certified Sampler
  2. Registered producer or their authorized representative
- If both signatures are prominent on the packaging, other types of tape are okay *if they show evidence of tampering* such as rips or tears on the bag
  - Most types of clear shipping/packing tape or duct tape will work, but make sure signatures do not smear!



# Chain of Custody

- **Every bag** must have a *Chain of Custody* form completed and attached
  - Registered producer provides basic information
  - Certified Sampler responsible for completing & attaching

## Sampling

Sampling Protocol 

Sampling Log 

 Chain of Custody Form 

<https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>

# Additional Paperwork

- *A copy of the producer registration* must accompany each package
- Laboratory-required paperwork
  - Registered Producers should contact the laboratory in advance to determine any additional documentation (testing waivers, order forms, lab-specific chain of custody, etc.)
    - CIHS may provide as a service



**Transport to Laboratory**

# **OPTIONAL AFTER-SAMPLING SERVICES**



# Transport to the Lab

- Registered Producers may:
  - Ship/deliver their own sealed samples; **or**
  - Hire Certified Samplers to do so; **or**
  - Authorize an agent to do so
    - Family member, employee, contracted employee, or farmhand

# Laboratory

- **Lab must be:**
  - Registered with DEA; **or**
  - ISO 17025 accredited
- **Choosing a lab:**
  - CIHS may make suggestions, but it is the Registered Producer's choice & responsibility to ensure the lab meets state/federal requirements



# Laboratory

- Many labs have **additional requirements** prior to accepting a sample, including:
  - Producer account set up (including payment options)
  - Additional paperwork
    - Testing waivers, order forms, their own Chain of Custody, etc.
  - Faster shipping speeds
- **Registered producers should contact the laboratory in advance**



# If You are Hired to Deliver Samples...

- Samples shall be put into transit to the selected testing laboratory **no later than twenty-four (24) hours** after sample collection
  - If not sent immediately, samples must be kept in a cool, dry location to maintain quality



# If You are Hired to Deliver Samples...

- Overnight shipping or direct delivery to the lab is highly recommended
  - A minimum guaranteed speed of **three (3) business days** is required by MDA
    - Faster methods may be required by the laboratory



# If You are Hired to Deliver Samples...

- Carrier policies should be reviewed prior to selection:
  - **USPS:** [https://about.usps.com/postal-bulletin/2019/pb22521/html/updt\\_002.htm](https://about.usps.com/postal-bulletin/2019/pb22521/html/updt_002.htm)
  - **UPS:** <https://www.ups.com/us/en/help-center/packaging-and-supplies/special-care-shipments/hemp.page>
  - **FedEx:** (prohibits hemp as of 10/1/19)
    - [https://www.fedex.com/content/dam/fedex/us-united-states/services/SG\\_TermsCond\\_US\\_2019.pdf](https://www.fedex.com/content/dam/fedex/us-united-states/services/SG_TermsCond_US_2019.pdf)



# If You are Hired to Deliver Samples...

- MDA requirements for transport in MO:
  - **Copy of Producer Registration**
  - If applicable:
    - Certificate of analysis for each lot
    - Bill of lading/sales invoice
    - **Chain of custody form (applicable for samples)**

# If You are Hired to Deliver Samples...

## Chain of Custody Form

If the producer hires you (CIHS) to deliver/ship the sample to the lab:

- Complete Transfer Section A on site
  - Transfer from the producer to you
  - Include signatures

TRANSFER OF CUSTODY		
A. 1) Transfer from Registered Producer, as listed above.		SIGNATURE AT DEPARTURE
2) Transfer to:	NAME	SIGNATURE UPON ARRIVAL
3) Reason for Transfer:		
4) Date of Transfer:		
5) Notes:		
B. 1) Transfer from:	NAME	SIGNATURE AT DEPARTURE
2) Transfer to:	NAME	SIGNATURE UPON ARRIVAL
3) Reason for Transfer:		
4) Date of Transfer:		
5) Notes:		
C. 1) Transfer from:	NAME	SIGNATURE

<https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>



# If You are Hired to Deliver Samples...

## Chain of Custody Form

Then:

- Complete Transfer Section B to reflect the transfer to the selected testing lab when you deliver/ship

TRANSFER OF CUSTODY		
A. 1) Transfer from Registered Producer, as listed above.		SIGNATURE AT DEPARTURE
2) Transfer to:	NAME	SIGNATURE UPON ARRIVAL
3) Reason for Transfer:		
4) Date of Transfer:		
5) Notes:		
B. 1) Transfer from:	NAME	SIGNATURE AT DEPARTURE
2) Transfer to:	NAME	SIGNATURE UPON ARRIVAL
3) Reason for Transfer:		
4) Date of Transfer:		
5) Notes:		
C. 1) Transfer from:	NAME	SIGNATURE

<https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>





**Duplicate Samples**

# **OPTIONAL AFTER-SAMPLING SERVICES**



# Duplicate Samples - WHY?

- Duplicate ‘back up’ sample may be utilized if:
  - The first sample is:
    - Deemed unusable by the lab
    - Lost in transit
  - The producer chooses to utilize it for retesting
    - With MDA approval



# Duplicate Samples - HOW?

If requested by the producer:

- Create a duplicate ‘back up’ sample by:
  - *Repeating* the sample collection; or
  - *Splitting* the plant material already collected
    - Randomly select ~50% cuttings & place into new collection bag - do not take just from the top of the bag!
    - This may be the *preferred method for larger lots*

# Duplicate Samples - WHERE RETAINED?

- **Retained ‘back up’ sample:**
  - Must also have a *Chain of Custody* form attached
  - Immediately place the sealed bag into climate-controlled storage
    - Prolong the quality of the sample; freezer
  - May be retained by:
    - Registered Producer or their agent, or by the CIHS
      - *Chain of Custody* form updated accordingly



# Reminder

- **An overview of these details are provided in the *Sampling Protocol***
    - Available online on MDA website
- <https://agriculture.mo.gov/plants/industrial-hemp/certified-sampler.php>

## Sampling

Sampling Protocol 

Sampling Log 

Chain of Custody Form 



# Certified Industrial Hemp Sampler

## NEXT STEPS



# Next Steps

1. Contact program staff at [HempProgram@mda.mo.gov](mailto:HempProgram@mda.mo.gov) indicating you have completed this training
2. You will then be given instructions for the testing portion of the certification requirements
  - Do not send an application or check until after your test is completed

Additional questions about the process of certification can be sent to [HempProgram@mda.mo.gov](mailto:HempProgram@mda.mo.gov)

