

Edibles Laboratory Self-Audit Form

Assessment of Laboratory Data Quality

Laboratory	
Address	
License No.	
Date Received	
Date Completed	
Point of Contact	

Legend

MSDS = Material Safety Data Sheet
PDA = Photo Diode Array, also called Diode Array Detector (DAD)
MS = Mass Spectrometer
CRS = Certified Reference Standards
IRL = Instrument Reporting Limit
QAQC = Quality Assurance / Quality Control
PT = Proficiency Testing
MRL = Matrix Reporting Limit

Chemical Storage and Handling

Question	Compliant (Y/N)	Comment Section
A chemical inventory list is available and updated annually.		
MSDSs are available in the laboratory (paper and/or electronic copies) and laboratory personnel know how to access the information.		
Personnel wear appropriate protective equipment.		
Spill kit and instructions are readily available and clearly posted for small spills.		
Documented procedure on the safe and proper handling of chemical materials to avoid laboratory or material contamination.		
Proper storage conditions in terms of temperature, humidity, and safety; Incompatible chemical materials stored separately.		

Analysis of Cannabinoids: Instrument Calibration Quality Control

Question	Compliant (Y/N)	Comment Section
Cannabinoid potency analysis performed by PDA, MS, or comparable detector. Please indicate in comment section.		
Instrument calibrated by a CRS from a certified vendor. Please indicate supplier in comments.		
CRS are stored properly in laboratory and secondary dilutions bear CRS expiration date.		
The laboratory makes available the IRL for the cannabinoid potency analysis. Please indicate in comment section.		
The laboratory makes available the R2 value of the calibration curve used in cannabinoid potency analysis. Please indicate in comment section.		
Calibration curves are re-run according to QAQC manual either every fixed period of time or when analysis percent recovery falls outside of pre-determined acceptance criteria. Please indicate which in comment section.		
Continuing calibration standards are run every 10 client samples to verify instrument calibration throughout analytical batch.		
Continuing calibration blanks are run every 10 client samples to verify a lack of instrument contamination throughout analytical batch.		
The laboratory maintains a current annual, quarterly, or other calibration QC report showing instrument precision over time for each analyte reported and makes this information available to clients upon request. Please indicate in comment section point of contact for client to request such information.		
The laboratory has participating in available PT programs and makes the results available to clients. Please indicate in comment section point of contact for client to request such information.		

Analysis of Cannabinoid: Matrix Quality Control

Question	Compliant (Y/N)	Comment Section
Cannabinoid extraction has been validated in a matrix blank spike recovery study or comparable study generating data defending the method by confirming extraction efficiency		
The laboratory makes the matrix-matched validation of extraction efficiency available to clients upon request. Please indicate in comment section point of contact for client to request such information.		
The laboratory performs a matrix-based QAQC program associated with each analytical batch to validate the extraction efficiency, and accurate quantification in matrix		
The laboratory makes the matrix-based QAQC sample results associated with a analytical batch containing a clients samples available to said client upon request. Please indicate in comment section point of contact for client to request such information.		
The laboratory tracks MRL samples as part of the matrix-based QAQC program to ensure accuracy of the method in matrix at or near the method reporting limit.		
The laboratory maintains a current annual, quarterly, or other matrix-based QC report showing precision in matrix over time for each analyte reported and makes this information available to clients upon request. Please indicate in comment section point of contact for client to request such information.		