

U.S. Hemp Authority™ Certification Program Frequently Asked Questions

Who May Use the U.S. Hemp Authority™ Certification Seal?

- **Certified Growers:** Growers who are verified to meet U.S. Hemp Authority™ Certification standards may use the Seal on their biomass labels, website, marketing materials, invoices, and letterhead. Note that Grower inspections must take place while the hemp is still in the ground and not after harvest.
- **Certified Processors:** Processors who are verified to meet U.S. Hemp Authority™ Certification standards may use the Seal on their product labels, website, marketing materials, invoices, and letterhead. Note:
 - If the Processor sources its hemp from a U.S. Hemp Authority™ Certified Grower and has verified the Grower's Certification as current, the Processor will not need to undertake the otherwise necessary steps to ensure supplier verifications for the hemp biomass component.
 - Likewise, if the Processor sources raw materials or components from a U.S. Hemp Authority™ Certified Processor and has verified the Processor's Certification as current, the Processor will not need to undertake the otherwise necessary steps to ensure supplier verifications for that raw material or component.
- **Certified Vertically Integrated Growers & Processors:** Vertically integrated Growers and Processors who are verified to meet U.S. Hemp Authority™ Certification standards may use both Seals on their labels, website, marketing materials, invoices, and letterhead. As noted below, separate physical audit inspections must be conducted on separate dates for each Seal.
- **Co-Packed / Toll-Milled / White-Labeled Products:** It is only under strict and narrow circumstances that the brand of a co-packed, toll-milled, or white labeled hemp product is able to use the U.S. Hemp Authority™ Certification Seal earned by the actual manufacturer. Those requirements are such that the actual manufacturer would need to maintain administrative and physical control of performing all tasks for the brand, including but not limited to, manufacturing, labeling, storing, distributing, managing complaints, and retaining records. Unless the actual manufacturer of the branded product is performing all of these tasks, the brand may not use the manufacturer's Seal and must enroll in the Processor Program and earn its own Seal.

When will the first U.S. Hemp Authority™ Certification Seals be issued? On January 1, 2019.

How much does the U.S. Hemp Authority™ Certification Program cost and how long do physical audit inspections take? Growers will be subject to a flat licensing fee following the successful completion of the audit. Processors will be subject to a flat licensing fee with a fee per year per SKU. The physical audit inspection costs \$1,395 per eight (8) hour day plus the traveling expenses of the auditor. If the applicant has appropriately prepared for the physical audit inspection, particularly as it relates to time-management and the immediate access of all documentation referenced on the Checklists in an organized manner, physical audit inspections are designed to take one day. Lack of proper preparation could result in the audit taking more one day, and the applicant bears the cost of the auditor's additional time and

expenses. Note that for vertically integrated companies enrolled in both the Grower and Processor Programs, separate physical audit inspections must be conducted on separate dates for each Seal; and Grower inspections must take place while the hemp is still in the ground and not after harvest.

How often are audits conducted? Annually, as state and federal hemp law and policy are rapidly developing and changing. U.S. Hemp Authority™ Certification Seals and Certificates expire after one year from the date of issuance.

Who conducts the audits? Audits are conducted by [Where Food Comes From](#), the nation's premier provider of certification and verification services to the food industry.

What if my company manufactures hemp products other than food and general wellness products? The U.S. Hemp Authority™ Certification Program is designed for all hemp business across the full spectrum of industries served by the versatile hemp plant and all of its extraordinarily useful parts. Hemp manufacturers of every kind are encouraged to participate.

What if I use imported hemp biomass, imported raw materials or other imported components in my product? In order to pass the supplier portion of the audit, and unless the supplier of the imported hemp biomass, imported raw material or other imported component has earned its own U.S. Hemp Authority™ Certification Seal that is verified and current, enrollees will need to provide proof and documentation that appropriate personnel has physically visited and inspected the foreign supplier's facility and manufacturing practices to confirm the material or component meets Certification standards.

How can I verify the status of a farm or company using the U.S. Hemp Authority™ Certification Seal? Anyone can verify the status of a U.S. Hemp Authority™ Certification Seal by visiting www.ushempauthority.org commencing on January 1, 2019.

Is certification training mandatory? No, training is elective and not mandatory.

Do I have to apply for an audit before I take the training? No, anyone can register and receive U.S. Hemp Authority™ Certification Training by the Hemp Industries Association. You do not need to be enrolled in the U.S. Hemp Authority™ Certification Program.

Who should attend the training? Quality Management Systems personnel are key, as well as managers, supervisors, officers, and owners. Each person attending must be registered.

Will the training teach us everything we need to know to comply with U.S. Hemp Authority™ Certification? No, U.S. Hemp Authority™ Certification Training by the Hemp Industries Association is a 1.5-hour track for Growers and a 2.5-hour track for Processors that is designed to guide attendees through the Certification process and prepare for an audit. The following concepts will be discussed, and we will introduce you to additional sources of support if needed: Quality Management Systems, Master Manufacturing Records, ISO Quality Standards, Current Good Manufacturing Practices, Good Agricultural Practices, Employee Training for Best Practices.